

## School Education Program Volunteer - Job Description

### Tasks

This role involves supporting and assisting our education staff, artists and participating students. You may also be required to assist staff with the Tactile Tour program for visitors with disabilities.

Specifically, the role will involve:

- Assisting the facilitation of the morning and/or afternoon weekday artist-led sculpture making workshops, including the preparation of workshop space and materials, and clean-up of the space at the conclusion of each session;
- Providing assistance to staff and artists before, during and after workshops;
- General assistance with the students to make their excursion as enjoyable as possible; and
- Providing assistance to staff in meeting Tactile Tour groups, if required.

### Essential Skills & Qualities

- Current Working With Children check
- Organised, punctual and motivated team member;
- Excellent communication skills and attention to detail;
- Enjoy working with children;
- Understanding and respect for a safe working environment; and
- Enthusiastic, well presented and friendly.

### Desirable Skills & Qualities

- Experience in the visual arts (studio-based, education and/or related fields);
- Experience working with children and/or teenagers.

### Commitment

- Minimum commitment to 3 shifts during the available volunteering period; and
- Commit to your selection of shift times with a notice period of 24hrs if you need to change your shift or are unable to attend specified shift.

### Benefits

- Great experience with a fun team
- Volunteer Certificate (minimum of 3 shifts)
- Written reference (with 20hrs minimum)
- Experience which can contribute to employment in arts education

### Contact

If you are interested in this position please complete the Volunteer Application form online on our website at <https://sculpturebythesea.com/volunteer/>

If you have any questions please contact us on (02) 8399 0233 or email [volunteer@sculpturebythesea.com](mailto:volunteer@sculpturebythesea.com)