



# HALIFAX CHARITY GALA

## Event Volunteers

### Why we need you?

Halifax Charity Gala depends on volunteers to organise and run the event which supports over 40 local good causes. This is an important part of the event and your support will help us to ensure the event runs smoothly and as planned.

### What will you be doing?

Helping to ensure the continued success one of the largest charity events in Calderdale by;

- Patrolling the gala ground
- Guiding and directing the public around the site
- Using a radio to log progress and inform the radio control of any incidents
- Marshalling car park
- Clearance of excess rubbish
- Assisting with gates / Administration duties

As every year is different your team leader may ask you to help with other tasks in addition to those listed above. However, these will be discussed with you to ensure that you happy with the tasks involved.

### What skills do you need?

- Good interpersonal and communication skills
- Enthusiasm and a proactive attitude
- Willingness to work as part of a team with a flexible approach
- Good initiative with ability to flex your assertiveness when necessary
- Ability to deal with any incidents that may occur in a cool and calm manner

### How much time do you need to commit?

Event volunteers ideally need to be available for the duration of the event, which is from 11:30am until 4:30pm. A briefing will be given at the start of the shift. You will be given a break.

### What support will you be given?

A member of the team will contact you before the event to discuss any queries you have about the event and/or your role, and you will receive briefing notes before the event and a full briefing on the day. All volunteer teams have a designated team leader, who will guide and support you in your role on the day and answer any questions. We work as a supportive team and help each other.

### What are the benefits?

- Satisfaction of knowing you are making a valuable contribution to a successful and high profile event supporting local good causes and providing the people of Halifax with a great family day out
- Enjoyment of meeting new people within your community and being a part of our team
- The opportunity to develop various skills
- Refreshments will be provided

### How to sign up?

Email [volunteering@halifaxgala.org.uk](mailto:volunteering@halifaxgala.org.uk), visit our website or call our Chairman on 07931923378

**Please Support The Halifax Charity Gala**  
Second Saturday in June, Manor Heath Park  
[www.halifaxgala.org.uk](http://www.halifaxgala.org.uk)