****

**Access & Community Volunteers**

**About us**

In the heart of Piccadilly, the Royal Academy of Arts is one of the UK’s leading arts institutions, dedicated to the making, exhibiting and debating of art. The RA has a diverse programme of exhibitions in 2018/19 from ‘Charles I: King and Collector’, ‘Tacita Dean: LANDSCAPE’ and ‘Oceania’.

The Royal Academy of Arts welcomes people that face a range of barriers to engaging with the arts. Our Access & Community Programme forms part of the Learning Department’s range of activities. We run a variety of talks, tours and workshops to ensure community groups, disabled visitors, their companions and carers feel welcome and engaged with the RA’s collections and exhibitions. We work closely with a range of organisations to invite and support a broad range of people to attend events that are tailored to be accessible, relevant and enjoyable to the individuals and groups attending them.

You can learn more about our Access & Community Programme here:

<https://www.royalacademy.org.uk/access-at-the-ra>

Our Access & Community Volunteers are vital in creating inclusive, engaging and enjoyable experiences for the variety of people attending the breadth of our programmes.

**The role**

We’re looking for warm and friendly volunteers to join our existing team of dedicated Access & Community Volunteers. You’ll be supporting visitors to feel welcomed and engaged with Access & Community programmes. Our visitors have a range of access requirements, and we tailor our events to meet these requirements. Some of our programmes include InMotion, tours for visitors with limited mobility, InTouch, handling sessions and audio-described tours for blind and partially sighted visitors, InMind, art in conversation for visitors living with dementia, and InPractice, a space for disabled artists to share their work. Your support is invaluable in ensuring an enjoyable, comfortable, and memorable experience for our visitors!

**What will you be doing?**

* Providing a warm, friendly welcome to all visitors, recognising the appropriate level of assistance needed.
* Giving directions, assisting with way-finding to relevant facilities and rooms.
* Assisting Access & Community team members and artist educators to prepare spaces and materials for workshops and assisting with clearing and cleaning spaces afterwards.
* Supporting attendees to engage with the session/activity in a way that is relevant to their access requirements and respectful of the artist educator leading the session.
* Demonstrating knowledge of the Access & Community Programme in order to promote and support attendees to attend relevant events and access appropriate services.

**What is the time commitment?**

Each event is 3-4 hours on average but the days and timings of each session vary depending on each programme. Our programmes take place during weekdays, and the majority of our talks, tours and creative workshops take place on **Monday mornings and on weekday afternoons**.

We ask for a minimum commitment of one year, during which time volunteers should support at least **8 sessions**.

**What will this volunteer opportunity offer you?**

* Make a valued contribution to the Royal Academy’s vision and values.
* Gain hands-on experience volunteering in a busy, exciting, arts environment.
* Support people to engage with art in a way that is accessible and meaningful to them.
* Learn about various artists and types of art.
* Join a close-knit community of volunteers and meetsimilarly minded people from all walks of life.
* Reimbursement of travel expenses, in line with RA policy,
of up to £12 per day

**What are we looking for?**

* Enthusiasm and experience of supporting, communication or volunteering with children, community groups, and disabled people.
* A friendly, patient and tactful attitude.
* Excellent communication skills and command of spoken English.
* Good listening skills and an understanding of how to relate to visitors using methods of non-verbal communication.
* A good team player with the ability to work alongside and take direction from RA staff

**Interview and training**

You would need to be available to attend:

* A group interview on **Monday 23 April, 9.30am – 11.30am**.
* An induction day on **Monday, 30 April, 10.00am – 4.30pm**
* A welcome event on **Thursday, 10 May, 4.30 – 6.30pm**

You will also be asked to undertake relevant introductory training which will be scheduled at a later date, and observe one or two events from our programme. If you would like to support with a specific programme, such as InMind, InTouch or our Special Educational Needs Schools workshops, you will be asked to attend further training to ensure you feel comfortable and confident supporting attendees.

The Royal Academy of Arts is committed to the principle that all children and vulnerable adults, who access the RA, its exhibitions, collections, staff and resources, whether on or off-site, should be safe and protected from harm. Any role involving caring for, training, teaching, supervising or being in sole charge of children and vulnerable adults at the Royal Academy will be required to **complete safeguarding training and a DBS (Disclosure & Barring Service) check at an Enhanced Disclosure Level**. The RA will organise and fund your DBS check and support you as necessary throughout the process.

**How to Apply?**

Please complete the attached Expression of Interest form and email to volunteering@royalacademy.org.uk by **Sunday 8 April 2018**