

Theatre Hullabaloo Volunteers

About Theatre Hullabaloo

Theatre Hullabaloo is a pioneering organisation that makes, tours & promotes theatre for young audiences, aged 0 – 16 years old, because we believe that they are the most important audience of all. We are a registered charity and a National Portfolio Organisation of Arts Council England and are proud to bring our work to children in schools and venues in some of the most deprived areas of the country.

In December 2017, we realised our dream and opened The Hullabaloo in Darlington.

About The Hullabaloo

The Hullabaloo is a venue specifically created for children and families and is an inspiring place to play and learn. We have an exciting programme of performances, workshops, craft activities and interactive play installations for families to engage with throughout the year. The venue is situated on Borough Road in Darlington, on a site adjacent to Darlington Hippodrome, and is managed by Theatre Hullabaloo.

The venue is fully accessible and has great facilities for families to access: child friendly toilets, buggy parking, separate baby change, creative play spaces and a great family friendly café. We have street parking surrounding the venue and we are only a 5-minute walk from Darlington's train station.

Our building is open to the public Monday – Saturday 10am – 2pm so most of our programmed activity happens within these times.

About TakeOff Festival

TakeOff Festival is England's leading children's theatre festival happening 21 – 26 October 2019, across venues in Durham City Centre and further afield. Produced by Theatre Hullabaloo it is a week-long festival of shows, workshops and family fun activities. This year's festival has 11 national and international shows with over 70 performance across 10 venues and takes prides in it's Family Day offer of free and ticketed activities for the whole family.

The Hullabaloo Volunteers

In our seasonal programmes at The Hullabaloo we need support with ticketed events, free drop-in workshops and behind the scenes preparatory work. These can range from a 1 or 2 hour commitment through to a whole day.

We will have a range of opportunities available, you do not have to be available for all of them. We understand that volunteers often have other commitments so we will be flexible with timings where possible. Similarly we are a fully accessible building and welcome applications from all backgrounds and circumstances.

With each opportunity/event we will identify which tasks will be needed, for example for a free drop in craft activity, we will need 2 or 3 volunteers to prepare the materials for the craft activity following detailed guidelines from the Programme Coordinator, they will support families making their crafts, welcoming them into the building and help clear away the activity at the end of the session. All tasks will be planned in advance by the Programme Coordinator and designed in a way that will be simple to deliver.

Volunteers may be asked to do a variety of tasks, however during the application process you will be asked which tasks you prefer. This will give us an idea of the areas you are interested and you will be able to amend this at a later date if needed.

These tasks include:

- Meeting and greeting audiences in to the building in a friendly, welcoming manner
- Supporting artists in delivering workshops (Dance and music)
- Supporting the delivery of simple craft activities
- Preparing materials for craft activities
- Guiding audiences between activities at larger events, taking tickets, answering questions and giving directions within the building
- Participating in larger events, supporting participants as group e.g. Darlington carnival parade, lantern parade
- Distributing posters and flyers around local venues
- Flyering at events
- Supporting mail outs in the Theatre Hullabaloo office (packing and addressing envelopes)
- Collecting feedback from audiences
- Act as an advocate for the company, communicating enthusiastically and confidently about our work.
- Work in line with the company's mission, vision and values.

Our venue volunteers are often the public face of Theatre Hullabaloo during events so it is important that our volunteers represent our ethos and values.

You will never be asked to work with children one-to-one. Most, if not all, of our activities encourage parents/carers to participate with their children. For any customer facing tasks there will always be at least two volunteers present.

Benefits of being a volunteer at The Hullabaloo

As a volunteer you will be working alongside families that visit The Hullabaloo, enhancing their experience while they are with us by supporting them in activities and giving a friendly welcome as they arrive. This has a great impact on audiences and is a great support for our organisation as without volunteer support, we often wouldn't be able to run activities in the building.

If you have an interest in culture and working with families and small children then this could be for you.

Volunteers will work alongside the Programme Coordinator at Theatre Hullabaloo.

Desirable skills:

- Friendly and approachable manner
- Ability to work as part of a team and take directions well
- To be proactive and can work independently
- Can be punctual and have good time management
- Is confident when speaking to the public
- Experience of/interest in working within the arts/theatre sector
- Experience of/interest in working with children and young people.
- Safeguarding awareness
- Knowledge of Theatre Hullabaloo's work

All successful applicants will need a DBS check and will receive safeguarding training from Theatre Hullabaloo.

TakeOff Festival Volunteers

Our Festival Volunteers are the public face of the Festival; helping our school, family and delegate audiences at each venue, attending industry events, and supporting the Festival team behind the scenes throughout the week.

You will work alongside a Venue Manager to ensure audiences have a lovely experience whilst at TakeOff Festival. A public facing and rewarding role, where you will get to meet a wide range of people including school groups, professionals from the industry, artists and families. You'll be based in either a venue in Durham (the heart of the festival) or working across a number of venues in County Durham. If you choose to work across venues, this is an exciting opportunity to experience community audiences and see how professional theatre companies adapt in different environments. For this work, you'll be required to have a driving license and personal car to travel between venues, all travel expenses will be covered.

Duties for Festival Volunteers may vary from venue to venue, some of these tasks could include the following:

- Meeting school groups from their drop-off area and leading them to the venue
- Acting as a Front of House usher, checking tickets, answering questions and giving directions
- Supporting the artistic and technical teams

- Help with evaluating the festival by getting feedback from audiences
- Assisting with the Family Day, supporting families with the activities on offer
- Assisting with arts and craft and other family activities
- Help manage information points
- Represent Theatre Hullabaloo & advocating the importance of the work we do
- Help with administrative tasks prior to the festival in our office in Darlington (The Hullabaloo). Such as making delegates packs, signage, lanyards, amongst other things.

During the festival week, volunteers can offer a variety of availability, but we would kindly ask for either a half a day or full day commitment, ideally over at least two days.

Dates needed for volunteers: 22 – 26 October 2019 – 9am – 5pm.

Festival Volunteers must attend an induction day/site visit at Durham Gala 5pm – 7pm on Thursday 10 October.

Benefits of being a volunteer at TakeOff Festival

In return for your time and commitment as volunteers, you can see performances, attend social events, and take part in a hugely exciting and rewarding week. Festival Volunteers are looked after by 'Venue Managers' who will ensure you benefit greatly from the experience, including:

- Watching world leading theatre for children and young people
- Meeting and socialising with other volunteers, artists and professionals from across the world
- Experiencing real-life work to maximise professional opportunities
- Gaining 'event planning' experience by assisting in our office in Darlington at The Hullabaloo.

Desirable skills:

- Ability to work as part of a team and take directions well
- To be proactive and can work independently
- Ability to problem solve and thinking on your feet
- Punctual with good time management
- Is confident when speaking to the public, helping them navigate around the festival.

To apply for a volunteer role please complete the application form (via the online link) [by Monday 30 September 2019](#). You can apply for both roles in the same application, please just check the relevant box(es).