

## Havering Library Service – Volunteer Role

### Title of role

**Chess Club Volunteer**

### Purpose of role

The purpose of this role is to work in partnership with Library staff to deliver chess clubs in libraries for both adults and children.

### Main activities / tasks

- Liaising with the Library Manager concerning Chess Clubs
- Setting up and clearing away the area or room used in the Library
- Helping to promote Chess Clubs
- Recording attendance

### Skills and Experience required / desired

- Good communication and listening skills
- Experience of working with young people and a knowledge of chess are an advantage, but are not essential. The main qualifications we are looking for are enthusiasm and the ability to communicate this to children. You don't have to be a chess expert or have previous experience.
- Confident and happy to get involved with people of all ages and backgrounds
- Be flexible and able to help on a regular basis
- Ability to work without supervision
- Reliable and responsible

### What's in it for me?

- Demonstrate or boost communication skills and confidence
- Training and experience which may help you to gain employment in the future
- Valuable experience to put on your CV
- Inspire others and put your skills to good use
- The opportunity to meet new people and work as a team
- Use or develop organisation and planning skills

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| <b>Training</b><br>A comprehensive induction with on-going training and support will be provided. "Chess in Schools & Communities" provide a one day tutor training course to teach you all you need to know. Support available will include the opportunity to shadow and observe colleagues in the role. |
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| <b>Location</b><br><br>This opportunity is available across all Havering Libraries.  |
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| <b>Main point of contact/supervisor</b><br><br>Relevant Library Manager  |
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| <b>Other information</b><br>All volunteers are required to undergo a Disclosure & Barring Service check, formerly CRB check (which the Council would arrange), and to provide references.  |
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