**FAQs: Young Person’s Volunteer Programme at Fabrica**

**What does being a Front of House volunteer involve?**

We have developed a programme for those who are 16-17 years old who are looking for experience in a gallery setting & arts organisation. This programme allows for all the benefits of our standard volunteer programme but this is just aimed for younger volunteers. Joining the Young Person’s Volunteer Programme means becoming a Front of House Volunteer.

This role at Fabrica is centered on invigilating an exhibition in spring, summer or autumn when we are open to the public. The volunteers work with the Volunteer Coordinators and fellow volunteers to greet visitors into the gallery, maintain the Front of House tasks and communicate the ideas of the artwork to the public. The front of house tasks includes; recording visitor data in the form of surveys and visitor numbers, letting visitors know about how to support Fabrica through donations and our Individual Giving and to encourage visitors to join the Fabrica mailing. The shifts are social and they are public facing, interacting with fellow volunteers and staff as well as visitors.

**How often will I need to volunteer?**

We ask our volunteers on the Young Persons programme to commit to doing at least one shift a weekend during an exhibition (they are about 3.5 hours each and the exhibitions last between 6 -8 weeks). The volunteer rota is organized via a Doodle Poll, therefore you have flexibility about which shift you work: you could do the same shift every week for the whole exhibition or you might want to vary your shift selection depending on your other commitments.

**What training is there for volunteers?**

Prospective volunteers are invited to an informal group induction with fellow prospective volunteers. In these sessions you will learn about Fabrica, gain an overview of volunteering at Fabrica including the practicalities of volunteering front of house, health and safety and gallery situations. Volunteers are encouraged to partake in the Exhibition Briefing to learn more about the exhibition.

**Who will supervise me?**

Fabrica has four front of house staff: A Gallery Manager who oversees the volunteer programme and three Volunteer Coordinators. A Volunteer Coordinator is always supervising each shift when the exhibition is open to the public. We stay in contact with all our volunteers through email. When you start there will be a main contact allotted to you.

**What other volunteers are there?**

We have a large pool of volunteers (around 150 on the volunteer mailing list). We have a variety of volunteers of differing ages, nationalities, backgrounds and abilities. Many of our volunteers are students studying an art related subject and others just curious.

**Is volunteering at Fabrica accessible?**

We work with all our volunteers to make sure their time at Fabrica is comfortable and safe. We encourage an open dialogue with our volunteers and we can try to make adjustments on an individual basis to create a more accessible volunteering opportunity.

**When can I start volunteering?**

We accept front of house volunteer applications throughout the year but we recruit volunteers three times a year in spring, summer and autumn, prior to each exhibition. If you are interested in joining Fabrica as a Front of House Volunteer for the Young Persons Volunteer Programme, please complete the volunteer application form and return it to us either via email or drop it off at the gallery. Please note that it is necessary to have a parental & guardian consent.

If you have any other queries, please contact Sally Connellan the Gallery Manager on 01273 778 646 or email sally.connellan@fabrica.org.uk