



University of Brighton

Active Student
Volunteering Service

A taster selection of current, local arts,
media and heritage volunteering
opportunities...



Active Student Volunteering Service contact details

Telephone: 01273 644145

E-mail: volunteering@brighton.ac.uk

Website: www.brighton.ac.uk/careers/volunteering

Visit: Your local Student Centre

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Introduction

What is Active Student?

Whether you're in your last year of university or your first, you can develop your employability skills, add to your CV, and make new connections by volunteering in your local community.

Active Student is the university's volunteering service. It can provide you with volunteering placements in the local community that are rewarding, safe and supported.

We link students up with local volunteering opportunities which are extra-curricular and also support a number of community engagement placement modules that are part of university degrees.

Why volunteer?

Volunteering is a great addition to your CV, and employers want to know about what volunteering you have done. In fact, 75% of employers say that they prefer applicants with voluntary work experience (source: Tearfund Survey).

The range of skills that you can gain from volunteering is extensive, depending on the types of opportunities you choose.

Skills to gain and new experiences

- Learn new skills and gain valuable work experience to add to your CV and enhance your employability.

- Networking opportunities – meet professionals from your degree discipline (or other areas) who work in the sector.

- Get involved in your local community and make a difference while you get to know where you live and study.

- Put into practice the skills and knowledge you have learnt at university and complement your degree learning and work – theory to practice.

- Meet new people and make new friends.

- Receive training opportunities (where appropriate) and a certificate if you complete more than 30 hours' work or a volunteering project.

- Furthermore, volunteering is also real confidence booster and can enhance personal wellbeing.

Look at the entire list of volunteering opportunities

We promote our Active Student volunteering opportunities via the online Careers Vacancy Service: www.brighton.ac.uk/careers/resources. This booklet contains only a taster of what's available.

Register as a volunteer and apply for a role

If you would like to apply for volunteering, please follow the registration instructions found on our website at www.brighton.ac.uk/careers/volunteering/register.

If you have any questions about registrations please get in touch:

Telephone: 01273 644145

E-mail: volunteering@brighton.ac.uk

Website: www.brighton.ac.uk/careers/volunteering

Visit: Your local Student Centre

Brighton Toy and Model Museum: Museum Assistant Volunteer

Organisation details

Step into a world of toys and models that extends over four thousand square feet of floor space, under four of the early Victorian arches which support Brighton Railway Station. Founded in 1991, the museum has over ten thousand toys and models in its archive. We have toys from as early as the mid-18th century, however, most of our exhibits focus on the golden age of toy making during the first half of the Twentieth Century. The displays have toys of all types including priceless model train collections and many period, antique toys from Great Britain and all over Europe and the U.S.

The role

Your role is to greet visitors and answer their questions about the museum and the city – we are also a Visit Brighton information point. You will be responsible for admissions, shop sales, general appearance of museum – which includes cleaning of all areas.

Time commitment

Flexible - days/times to be mutually agreed.

Location

Centre of Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Different Planet Arts Volunteer: Social Media Volunteer

Organisation details

Different Planet Arts is an inclusive arts charity based in Lewes. We specialise in engaging children and young people with complex disabilities by offering unique participatory multimedia art events.

We produce and deliver fully accessible, transformative theatre and play experiences with high production values at their core which are satisfying, enjoyable and therapeutic. We work with hard to reach individuals and communities, devising different events tailored to the needs of specific groups of participants. We encourage reverse inclusion in the projects, allowing participants with complex disabilities to invite their families and friends. We work in Theatres, Arts Centres, schools, hospitals and community settings.

We envision a world where arts experiences and events are accessible to everyone and celebrated as part of the everyday cultural landscape. We believe that access and participation in cultural and arts experiences are fundamental to the human experience and to the health and empowerment of individuals and communities. We enable those who are often excluded to participate in creative activities within the wider community.

The role

To promote, develop and maintain our online presence in order to maximise our impact and to promote ourselves as widely as possible.

Time commitment

Minimum time commitment is 3 months with flexible hours half a day a week

Location

Home based.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Fabrica Centre for Contemporary Art: Front of House Volunteer

Organisation details

Fabrica is a visual arts organisation based in a former Regency church in the heart of Brighton, which commission's contemporary visual art installations specific to the building.

As an educational charity we are committed to developing the broadest possible audience for the work we commission and present. To achieve this we work in partnership with a range of arts and non-arts organisations, create residencies for artists and deliver an events programme for each exhibition that is designed to engage a wide variety of visitors and participants.

Fabrica is a place where artists come to make new work. It encourages an open dialogue between artists and visitors within the gallery space and produces an integrated programme of education and audience development activity that strives to remove barriers to access, engagement and understanding.

The role

Fabrica holds three large scale-site specific exhibitions each year in spring, summer and autumn and we have a volunteer programme which is developed around each exhibition. We recruit Front of House volunteers before each exhibition. Front of House volunteers gain insight into how Fabrica runs and its public impact in the community as a free arts space.

The Front of House role is based on invigilating exhibitions when we are open to the public, but there are many opportunities and experiences that are developed from that point, such as creating the Response Magazine, to delivering workshops. We would leave these opportunities open for the placement to choose from and adapt their experience at Fabrica.

Time commitment

We expect volunteers to stay until the end of the exhibition which is approximately two months.

The role and time commitment is flexible although we expect at least a shift a week during exhibition times which is approximately 3.5 hours.

Location

Centre of Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Fabrica Centre for Contemporary Art: Front of House Fundraiser

Organisation details

Fabrica is a visual arts organisation based in a former Regency church in the heart of Brighton, which commission's contemporary visual art installations specific to the building.

As an educational charity we are committed to developing the broadest possible audience for the work we commission and present. To achieve this we work in partnership with a range of arts and non-arts organisations, create residencies for artists and deliver an events programme for each exhibition that is designed to engage a wide variety of visitors and participants.

Fabrica is a place where artists come to make new work. It encourages an open dialogue between artists and visitors within the gallery space and produces an integrated programme of education and audience development activity that strives to remove barriers to access, engagement and understanding.

The role

This is a really exciting specialist role within our Front of House volunteer team, offering skills development in a key area of work in the charitable sector and within arts management. Equally, the role draws upon and develops transferable skills in marketing and communications, customer service and sales.

Our FOH Fundraisers will work within the rest of the FOH team in the Gallery, welcoming the public and introducing them to our work. But, they will be specifically focused on communicating our charitable aims, engaging in conversations about our fundraising efforts, encouraging donations and membership subscriptions sign ups. Beyond the gallery, FOH Fundraisers are invited to contribute their first-hand experience and expertise to develop our Fundraising Communications and each exhibition's individual Fundraising Plan.

Time commitment

The role has a flexible weekend work pattern - we would ask you to work for a shift a week on a Saturday or Sunday - approximately 3.5 hours - during exhibition when the Gallery is open to the public. We require all FOH volunteers to work a minimum of one shift per week during exhibition time. Particularly within the FOH Fundraiser's role, this is so you can get the most out of the development opportunity the role offers, build your expertise and experience within the organisation and dealing with our audiences first hand. We expect volunteers to stay until the end of the exhibition which is approximately two months.

Location

Centre of Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Gladrags Costume Resource: Recycling and Vintage Sales Assistant

Organisation details

Gladrags is a unique, creative, eco-minded charity providing costumes (7000 + of them!) to: youth and community projects; schools & colleges; amateur & fringe arts. By providing affordable costume hire, we resource activities that are educational, that entertain communities or that support wellbeing. Our costumes also enrich key heritage celebrations, as well as city events such as Youth Climate Strike and Pride. We subsidise all this by providing party outfits to the general public, from classy vintage to fun fancy dress. Planet-friendly principles are key to our ethos.

The role

The volunteers' activities would include some or all of the following, depending on skill and interest:

- Donations: e.g. assessing and sorting donated vintage clothing, fabrics and costumes for giving away or for sale.
- Re-homing Scheme: helping visitors who come to view our give away items; researching new avenues for gifting items to groups in need / items that are harder to pass on.
- Preparing items for sale: e.g. logging measurements, pricing and labelling; potentially mending, steaming and presentation of garments.
- Online sales e.g. selecting and organising seasonal garments; researching value of vintage and designer items; writing garment descriptions.
- Vintage Sales Events e.g. setting up our stall with other helpers, talking to customers, handling payments.

Where a volunteer is interested in getting more deeply involved, they can help with the promotion of Gladrags' recycling and sustainability work for example:

- Research of and communicating with relevant community organisations
- Assist with the development of an eco-plan that sets out what we want to achieve in terms of contributing to reducing the carbon footprint of clothing, fabric and costume.

Time commitment

4-5 hours a week for at least 3 months or more. We prefer the volunteer to come on the same day each week wherever possible. Working from home may also be possible at times. We are open for volunteers on: Tuesdays and Wednesdays 10am to 3pm, Thursdays 10am to 6.30pm and Saturdays 10am to 1pm. We are particularly seeking volunteers on a Saturday, though we welcome volunteers on all days that we are open.

Location

Moulsecoomb, Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Gladrags Costume Resource: Styling Assistant Volunteer

Organisation details

Gladrags is a unique, creative, eco-minded charity providing costumes (7000 + of them!) to: youth and community projects; schools & colleges; amateur & fringe arts. By providing affordable costume hire, we resource activities that are educational, that entertain communities or that support wellbeing. Our costumes also enrich key heritage celebrations, as well as city events such as Youth Climate Strike and Pride. We subsidise all this by providing party outfits to the general public, from classy vintage to fun fancy dress. Planet-friendly principles are key to our ethos.

The role

Styling/Curating:

- Attending to new customers, sourcing costumes for them within the store.
- Researching and styling outfits for individuals and groups.
- Assisting with curating costume collections under a particular theme, e.g. a time period like the 1960s, a historical period like the Suffragette movement.
- Preparing costumes for display or photographic purposes.
- Preparing and listing outgoing costumes and attending to customers returning costumes.

Costume Care:

- If you have, and want to utilise your sewing skills, assisting with the repair and restoration of existing vintage garments and costumes as well as the creation of new pieces.
- Assisting with the cataloguing of costumes, including measuring and labelling costumes with accurate sizes.

Time commitment

4-5 hours a week for at least 3 months or more. We prefer the volunteer to come on the same day each week wherever possible. Working from home may also be possible at times. We are open for volunteers on: Tuesdays and Wednesdays 10am to 3pm, Thursdays 10am to 6.30pm and Saturdays 10am to 1pm. We are particularly seeking volunteers on a Saturday, though we welcome volunteers on all days that we are open.

Location

Moulsecomb, Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Gladrags Costume Resource: Arts Admin and Marketing Assistant

Organisation details

Gladrags is a unique, creative, eco-minded charity providing costumes (7000 + of them!) to: youth and community projects; schools & colleges; amateur & fringe arts. By providing affordable costume hire, we resource activities that are educational, that entertain communities or that support wellbeing. Our costumes also enrich key heritage celebrations, as well as city events such as Youth Climate Strike and Pride. We subsidise all this by providing party outfits to the general public, from classy vintage to fun fancy dress. Planet-friendly principles are key to our ethos.

The role

Depending on your background and interest, you could help us with: preparations for running events, including vintage sales; promotions and social media tasks; day to day operations within the store relating to the hire of costumes and online vintage sales (see also Recycling and Vintage Sales Assistant volunteer position) you can combine aspects of both that role and this one .

Elements of this role can also be combined to suit your focus, skills and interest and some of the work may be done from home. The work may involve specific projects as well as an ongoing role that suits general volunteering or a placement.

PR: supporting the marketing process by:

- researching/listing the event on online/ print sites (this includes promoting a vintage sale event at the same venue) - preparing materials for event PR in relation to events
- assisting with innovative street marketing and flyer distribution
- promoting the events to our mailing list
- updating/improving mailing list and systems
- processing in-house ticket sales

Event administration: further PR tasks may arise, including contributing to the social media feeds and supporting material; further administrative duties could include preparing artistic signage for various event activities; managing the guest list and preparing front of house info.

Time commitment

4-5 hours a week for at least 3 months or more. We prefer the volunteer to come on the same day each week wherever possible. Working from home may also be possible at times. We are open for volunteers on: Tuesdays and Wednesdays 10am to 3pm, Thursdays 10am to 6.30pm and Saturdays 10am to 1pm. We are particularly seeking volunteers on a Saturday, though we welcome volunteers on all days that we are open.

Location

Moulsecomb, Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Little Green Pig: Story Mentor Volunteer

Organisation details

We are here for young writers.

Based in Brighton & Hove, we are a writing and mentoring charity for young people in Sussex. We believe in the right to write, and that this vital form of self-expression builds confidence, communication and literacy skills.

You can find us scribbling in various venues across the city.

Creativity and fun are at the heart of what we do.

We work with children and young people aged 7 to 18 in schools and colleges, offering young people and teachers the chance to get out of the classroom and get playful with writing.

The role

Story mentors do a very important job at Little Green Pig, supporting young people in our workshops to get inspired by writing and get their words on the page. Not only that, you'll be helping build their confidence and communication skills. Workshops are usually two hours long with 30 minute briefing and debrief sessions before and after.

Time commitment

Ideally 3-4 hours per week for 6 months, committing to regular weekly shifts. A minimum of 4 shifts in one 6 month period.

Location

Moulsecoomb, Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Mosaic: Newsletter Development Group Volunteer

Organisation details

Mosaic is a unique community organisation of Black, Asian and mixed parentage families and individuals. Our mission is to create safe, supportive, anti-racist, culturally diverse environments for all our members and represent their interest.

The role

We are looking for candidates to help with the development of the Mosaic and BMEYPP news letters which are produced quarterly. The potential candidates must be proficient in using Microsoft publisher and other creative software suites, must be able to work as part of a team. Source information, write articles and help with distribution of news letters to members.

Time commitment

Minimum of 6 months volunteering. This is a flexible role with a commitment of at least 2 hours per week

Location

Central Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Old Police Cells Museum: Collection Conservator (general)

Organisation details

The police cells were condemned in 1929 and are now unearthed for your pleasure. In 1844, Chief Constable Henry Solomon was senselessly bludgeoned to death by a petty criminal before witnesses in his own office. His assailant spent a night in the subterranean cells before being tried and publicly hanged. These cells have hosted many infamous felons who have shared a night in the company of the spectres that lurk within...

The role

In this role you will be working directly in collection's care and management working to SPECTRUM standards. You will gain first-hand experience in preventative conservation and how to use the digital collections management system MODES. 10am – 2pm Mondays and/or Saturdays.

Time commitment

Curator volunteers meet on Monday mornings and/or Saturday mornings. At least 6 months commitment would be preferable, ideally one year.

Location

Central Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:
www.brighton.ac.uk/careers/resources

Photoworks: Digital Volunteer

Organisation details

Photoworks is a platform for contemporary photography. We don't have a permanent home, instead we curate photography in unexpected places – and online – and partner with museums and festivals across the world. We don't collect, we produce, by supporting artists to make and exhibit new work. Our learning and engagement programmes break down barriers and invite everyone to participate regardless of their background or ability. We are a non-profit organisation and much of what we do is free to access and enjoy. Photoworks a registered charity (1053208) and Arts Council England National Portfolio Organisation.

The role

As Digital Volunteer you will get involved with all aspects of Photoworks' exciting and wide ranging digital programme, from Google Analytics to our curated Instagram channel and audience development tools such as Twitter and Facebook. The role will give you hands-on experience in social media, content planning, SEO, website management and analytics. You'll also have an opportunity to support our digital programme by researching artists and online content for our channels and crafting copy.

Time commitment

This volunteer placement will start on 1 December 2019 and finish on 31 May 2020. You will work with us 1-2 days per week, at the Photoworks office (University of Brighton School of Media, 154-155 Edward Street).

Location

Centre of Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Quiet Down There: Hijack Programme Co-ordinator

Organisation details

Quiet Down There (QDT) is a Community Interest Company that specialises in amplifying the everyday. We believe that culture is everywhere and everyone creates culture in their own way. We strive to create and support environments where individuals, artists, communities and organisations can articulate and develop their own culture - making the invisible visible. We work with artists, schools, families, community groups and art organisations designing, producing and delivering creative projects in Brighton and across the Southeast.

The role

We are offering a placement for someone to work on our Hijack – Challenging Gender Stereotypes programme which is a yearlong programme of work in schools and in the community working with artists and children under 11 and their parents/carers to creative challenge the gender stereotypes they are bombarded with every day. The programme consists of after school clubs, in school clubs, a free weekend event at Komedia and training for parents, teachers and artists. We have also commissioned a literature review.

Time commitment

5 hours a week from Jan-March 2020.

This can be flexible but does need to work with the commitments of the role. Coming to the office on a weekly basis works best. This would need to be Monday -Thursday. A regular day would be best but we can be flexible some weeks.

Location

Central Brighton

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Ronald McDonald House Charities: Event Photographer

Organisation details

At Ronald McDonald House Charities we provide free 'home away from home' accommodation at specialist children's hospitals across the UK, enabling families to stay close to their child and maintain a degree of normal family life. Our Brighton House has been open since 1999 and has 18 bedrooms for families with children in the Royal Alexandra Children's Hospital and babies in the Trevor Mann Baby Unit. Here at Ronald McDonald House Brighton, we host lots of exciting events for the families that have stayed with us as well as the families that are currently staying. These events range from everything to Children's Discos, Halloween parties, special family case studies and special fundraising events.

The role

We are looking for individuals with a keen eye and passion for photography who would be willing to come along to our events to take photos that we will then be able to showcase on our social media platforms, with a potential viewing of over one million people.

Time commitment

There is no minimum/maximum amount of time we expect a volunteer to commit to our opportunities. Our volunteer programme here is incredibly flexible and all that we ask is that volunteers are very efficient with their communication skills.

Location

Brighton

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Sew Fabulous: Studio and Admin Assistant

Organisation details

Sew Fabulous is a sewing studio located in Brighton Open Market. We run classes for adults, teens and kids. We run funded classes for local low waged/unemployed adults. We have a repairs, alterations and sewing service.

The role

- Help to keep the studio and workshop materials organised.
- Help with preparing teaching materials.
- Once monthly distribution round of fliers to sewing shops in Brighton, with occasional shopping for supplies.
- Undertake some basic admin tasks including updating registers, database, image processing and filing etc.
- Taking photographs of classes and workshops.
- General duties as they arise.

Time commitment

One term (3 months) 50 hrs. The volunteer would be able to put more time in if they wanted to.

Location

Brighton

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Shapeshifter Productions: Befriending Volunteer

Organisation details

Shapeshifter Productions is a performing arts charity based in Waltham Forest and Brighton. The object is to advance the arts for the public benefit by the promotion in particular, but not exclusively, of the arts of drama and music. Our activities are primarily funding dependent, focusing on delivering original, high quality projects that actively engage local communities while enhancing confidence, wellbeing, self esteem and reducing isolation.

Current work:

The Smiling Sessions: participatory, high quality singing experiences for the elderly (8 years)

Strung Out: community adult violin evening classes (8 years)

We also produce one-off community engagement projects

The role

Shapeshifter Productions is looking for Befriending Volunteers to support their signature participatory singing project for senior citizens, The Smiling Sessions. This is an excellent role for someone who is interested in the benefits of singing and well-being. They must enjoy interacting with elderly people. Musical expertise is not necessary!

What the role will involve:

- Encouraging residents to attend the sessions
- Handing out song books and helping participants to engage and sing from the songbooks
- Interacting with elderly residents so they participate during the sessions (singing, clapping, dancing, etc)
- Keeping attendance registers and monitoring the response of each participant to measure the impact of the work.
- Writing feedback after each session, with your observations.

Time commitment

We ask for a commitment of 2h a week for at least 3 fortnightly sessions in Brighton. We can reimburse travel expenses. The sessions take part on Wednesdays from 11.15am to 12.30pm and 2.15pm to 3.30pm. We offer experience in Evaluation and Monitoring of community projects and an opportunity to develop your confidence.

Location

Brighton

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources

Spiral Sussex (Media Centre): Participant Support Worker

Organisation details

Spiral runs a Media centre for the development of skills for adults with learning difficulties. The sessions run from Monday to Friday. The Media centre enables our participants to make radio shows, films, music and a range of related skills.

The role

The role involves supporting adults with learning difficulties to take part in producing radio shows and plays, making films, (often using green screen), making music, learning how to use a wide variety of equipment.

Preferable to have a knowledge of learning difficulties, and also helpful, but not essential to have an interest in some aspects of media or creative arts.

This is an excellent opportunity to gain experience of working with adults with a broad cross-section of learning difficulties and disabilities in a very creative and lively environment.

Time commitment

Half a day per week for a minimum of three months.

Location

Bevendean, Brighton.

Further details

For full role details including particular requirements, training involved and the recruitment process, please visit and login to the university's online Vacancy Service via:

www.brighton.ac.uk/careers/resources