

# LAWRENCE BATLEY THEATRE HUDDERSFIELD



## We're looking for

### Volunteers

Recruitment Information Pack

If you require a different format of this Recruitment Pack, please contact [volunteers@theibt.org](mailto:volunteers@theibt.org) for support.



Thank you for your interest in becoming a Volunteer at the Lawrence Batley Theatre. This Volunteer Pack is designed to give you an idea of what the role is like, what we're looking for and if it's right for you.

## **About us**

We are a mid-scale theatre in the heart of West Yorkshire that was created by and for our community. Within the building there are three performance spaces – the Main House seating 477 people, the Cellar Theatre with up to 120 seats and the Attic Theatre, with up to 60 seats – as well as a number of meeting and function rooms, Gallery space and our café bar, The Courtyard. The theatre is run by a team of approx. 90 full-time, part-time and casual staff and we are also incredibly proud and grateful to have an exceptionally loyal team of approx. 80 Volunteers at the theatre.

Participation is absolutely at the heart of the organisation, and we do a huge amount of work both at the theatre but also in Kirklees more widely – all of this work is seen through a lens of tackling isolation and 'otherness' as well as building a stronger sense of community.

## **Are you...?**

- Excellent at customer service and engaging with the public
- Punctual and reliable
- Interested in theatre and the arts
- Looking to support your local theatre

If so, we'd love to hear from you. Read on to find out more about the role and how you can get involved

## **The Role**

Our Volunteers are part of our Visitor Experience Team and are responsible for ensuring the health and safety of our audiences during performances, and making their experience at the theatre as enjoyable as possible. Your main duties will include; checking tickets, showing patrons to their seats, answering questions, selling ice creams and programmes, dealing with disturbances in the auditorium, and assisting with emergency evacuations.

## **Why Volunteer at the Lawrence Batley Theatre?**

People choose to volunteer with us for a variety of reasons; from meeting new people and making new friends, to gaining experience for their CV, making a contribution to our community or to learn more about the theatre. The Lawrence Batley Theatre is an exciting place to volunteer and every day is different.

## **What is the time commitment?**

We ask our Volunteers to commit to one shift per month, four shifts during Pantomime and two training sessions per year. If you want to volunteer more than this, you are very welcome to. Typically, a shift will start one hour before a performance starts in the Main House and 45 minutes before a performance starts in the Cellar Theatre. There is no set period of time you have to volunteer with us, so if you decide that volunteering is not for you, you can leave at any point.

## **Will I receive training for the role?**

Yes – when you join the team as a Volunteer you will go through a full training and induction process. You will receive on-the-job training supported by an experienced Volunteer and be provided with a Volunteer Handbook to retain as a guide.

## **Is there a minimum age requirement to become a Volunteer?**

Yes, you will need to be over 16 to volunteer with us.

## **Benefits of Volunteering at the Lawrence Batley Theatre**

- Uniform and ID badge provided
- Regular updates on what's happening at the theatre
- Discount at the bar
- Social events
- Additional training opportunities as available

## How to apply

If you're interested and would like to join our team please email [volunteers@thelbt.org](mailto:volunteers@thelbt.org).