

Cityscapes Brighton

Activity base lead volunteer



Reports to:

Event lead

Time commitment:

Planning in advance, plus attendance for both events (13 and 14 March 2027)

Role purpose:

To lead and coordinate an activity base at Cityscapes (Brighton), ensuring that young members and leaders from all sections and trefoil guild members have a safe, enjoyable and engaging experience.

Key responsibilities:

- Plan and prepare the activity base in advance, including equipment, resources and activity instructions.
- Set up and pack away the activity base safely and efficiently.
- Welcome groups as they arrive and explain the activity clearly and enthusiastically.
- Deliver an activity that is suitable and adaptable for all Girlguiding sections and a range of ages and abilities.
- Keep girls engaged, supported and included throughout the activity.
- Work with other volunteers to manage groups, timings and transitions between activities.
- Follow Girlguiding policies, safety procedures and event risk assessments.
- Ensure equipment and the activity area are used safely and appropriately.
- Identify and respond appropriately to any additional needs or accessibility requirements.
- Report any accidents, incidents or concerns to the event lead.
- Help create a positive, friendly and inclusive atmosphere for everyone attending.
- Provide Event Lead with a short, written report, post event.

Skills and qualities:

We are looking for someone who is:

- Enthusiastic and confident working with members and activity providers.
- Friendly, approachable and encouraging.
- Organised and able to manage time effectively.

- Comfortable adapting activities for different ages and abilities.
- A good communicator and team player.
- Reliable and willing to get involved with both preparation and practical tasks.
- Committed to creating a safe, inclusive and fun Girlguiding experience.

What you will gain:

- The opportunity to support members across all Girlguiding sections.
- Experience in planning and delivering activities at a large event.
- The chance to work alongside other Girlguiding volunteers and share ideas.
- The satisfaction of helping create a memorable day for members.

Essential:

A commitment to Girlguiding's policies, safeguarding requirements and the event's agreed safety procedures.

Desirable:

Previous experience delivering activities or working with more than one Girlguiding section, although full support and guidance can be provided.