

Mind Body Soul Event

Volunteer roles



In order for our event to run smoothly, we will rely on the incredible support of volunteers. These volunteers will be the go-to for any information, support and, most importantly, enthusiasm on the day.

Here are the volunteer roles we need:

Meet and greet assistant

09:30 – 11:00 x5

To be a welcoming face at the entrances and assisting people to the stalls and main room.

Registration assistant

09:30 – 11:00 x4

Check people into the event and handing out goodie bags and programmes.

Travel expenses assistant

09:30 – 12:00 x1

Based at the Information Stall, you will need to have a good head for numbers to be able to reimburse any travel expenses.

General support assistant

9:30 – 12:30 x5
12:30 – 15:30 x5

It will be your job to get as many people involved in the activities as possible, keeping an eye on people to make sure they get the support they need, making sure that the agenda is followed and external facilitators are prepared and happy and be that assistance to get to the toilets or the refreshment stand.

Refreshment assistant

9:30 – 12:30 x3
12:30 – 15:30 x3

It will be your job to ensure everyone is refreshed and has access to tea, coffee and biscuits throughout the day. This will require taking orders at tables and ensuring people who are at the stall are able to carry their refreshments away with them.

Social media assistant

10:00 – 12:30 x1
12:30 – 15:30 x2

Interacting with the visitors to get an inside look at the event, including videos of people's options, quotes and photos for the marketing team to share on social media.

Card decorating stall assistant

10:00 – 12:45 x2
12:45 – 15:30 x2

At our card making stall you will encourage people to decorate and send a card to someone who was unable to make the event or as a keepsake for themselves to remind themselves of the day. If you have a creative flare, we would love you to help out at this stall.

Fundraising assistant

10:00 – 12:45 x2
12:45 – 15:30 x2

Help guests to get involved with Making Space fundraising initiatives and helping to pass on information and encourage guests to fundraise for Making Space. For this stall we need someone who has a great listening ear and is interested in organising a tombola and other fundraising games.

Information stall assistant

10:00 – 12:45 x3
12:45 – 15:30 x3

Where our guests can find any information they may need for them to enjoy the day, including information about Making Space. We will also require a volunteer to encourage guests to fill in our experience survey via an iPad, if they haven't already done so.

Mindfulness workshop assistant

10:15 – 12:45 x2
13:15 – 15:15 x2

It will be your job to get as many people involved in the mindfulness workshop as possible. These will be running every 30 minutes and will be upstairs in the venue. This will require people escorting guest to the workshop and reminding guests that it is running alongside the main agenda.

If you would like to volunteer with us on the day, please email volunteering@makingspace.co.uk with which role you would like to do and we will get back to you.