



# WINCHESTER CATHEDRAL

## VOLUNTEERS

### Sidesmen

#### **The Volunteer Role:**

Our Sidesmen, men and women, offer visitors and those coming to worship a warm Benedictine welcome by greeting them and show them to their places.

Commitment: Up to four attendances per month (agreed in advance)

DBS Level Required: None

Safeguarding Training Minimum Requirement: Basic (C0), Foundation (C1)

#### **Activities you will be involved in will include:**

- Welcoming those coming to worship and showing people to their seats
- Handing out and collecting service sheets at the beginning and end of services
- Inviting communicants to receive Communion at the Eucharist
- Engaging and helping with visitors during services
- Tidying and ordering the pews after services
- Dealing with matters within the congregation that may arise before, during and after the service

Duties typically up to four attendances per month (agreed in advance). Christmas and Easter are two busiest and most important times of the year for Sidesmen.

The process of selection includes an interview and a settling-in period. Because of the significance of this role to our welcome, your appointment needs to be confirmed by the Dean.

The support and time you give to the Cathedral and its visitors is really important and will set the tone for how they experience the Cathedral. We want everyone, including you as a volunteer, to have a worthwhile and rewarding experience.

#### **What we can offer you:**

- Training and support to carry out your volunteer role confidently and competently, which reflects how the Cathedral values you and your commitment

- A friendly team led by a Section Head and supported by the Volunteer Co-ordinator
- The chance to belong to a caring community
- The opportunity to develop new skills and knowledge and contribute to the life of the Cathedral.

**We are looking for people who are:**

- Friendly and approachable, who enjoy engaging with others and working as part of a team
- Positive, enthusiastic and confident
- Open-minded, with the ability to welcome everyone to the Cathedral
- Punctual and reliable
- Committed to ensuring the Cathedral's policies and procedures are understood and applied consistently
- Actively supportive of the Cathedral's commitment to safeguarding and willing to undergo the necessary checks and training
- Willing in approach and flexible in outlook
- Calm, courteous and polite
- Sympathetic and committed to the worship in the Cathedral
- Prepared to adhere to the dress code and wear the enamel Sidesman's badge.

**Important information about volunteering at Winchester Cathedral:**

To ensure that we can provide the best experience to both visitors and volunteers we ask that all volunteers:

- Comply with, support and actively promote Cathedral policies and practices at all times
- Attend induction training, additional training and development opportunities, as deemed necessary to effectively fulfil the Sidesmen's role
- Complete Basic (C0) Safeguarding training before commencing in role
- Complete Foundation (C1) Safeguarding training within 3 months of commencing in role
- Meet mutually agreed time commitments, giving reasonable notice of absence to the Section Leader so that alternative arrangements can be made
- Dress appropriately for their role.

Volunteer Co-ordinator: Sarah Williams

Section Leader: Martin Lane

Key internal contacts: Virgers, Liturgy Department

Commitment: Rota based including Saturday, Sundays and evenings

DBS requirement: None