



Carnival Maker

Role description

Duties and responsibilities

To perform a vital role as the public face of the university during the Curiosity Carnival. You will ensure that visitors have a positive, enjoyable and safe experience.

Key duties

- Help members of the public with their enquiries and give information about the events
- Manage the flow of people around the city centre acting as human signposts
- Staff the information stand and information point
- Giving directions from Oxford Station and Gloucester Green
- Staff the ticket booths – selling tickets and giving advice
- Hand out brochures / balloons
- Take photos
- Live tweeting
- Record podcasts

Qualities we are looking for

- Well presented
- Friendly and polite
- Reliable and punctual
- Flexible and adaptable
- Knowledgeable about the venues and the programme (briefing will be given)

Who can volunteer

- University – Undergraduate, Postgraduate, DPhil, Research, Conted students
- University – Researchers, Academic Staff, Academic Related Staff, Support Staff
- University – STEM Ambassadors
- Colleges – Academic Staff, Academic Related Staff, Support Staff
- Colleges – Postgraduate, DPhil, Research students
- Colleges – Visiting Overseas Students
- Brookes – Undergraduate, Postgraduate, PhD, Research students
- Brookes – Researchers, Academic Staff, Support Staff
- European Researcher's Night, Marie Skłodowska-Curie Fellows
- MRC Harwell staff
- JMVS registered volunteer
- Apprentices

Required commitment

Various shifts are available between 0900 and 2200 hrs. Shift length varies depending on location and role but generally are between 4 – 8 hours. Smaller shifts can also be accommodated. Shifts will be allocated according to operational need, if you have any specific restriction please contact us by email at the earliest opportunity.

Identification and clothing

All volunteers will wear yellow Curiosity Carnival t-shirts. You will also receive a lanyard which will identify you as a Carnival Maker.

All volunteers will wear their T-shirt on the outside of any clothing (such as long sleeve top or hoodies).

Volunteers should ensure all clothing and footwear is suitable for the weather and walking / standing around outside in late September.

Volunteer hub

The Volunteer Hub based at <location tbc> will be the central place for all volunteers to check in, collect their T-shirts / lanyards and leave their bags and coats.

At the hub we will provide volunteers with free tea, coffee, water and biscuits throughout the night. We will also provide volunteers with a free meal bite to eat during your time with us.

All volunteers must take regular refreshment and comfort breaks.

Training and support

A full 1 hour briefing will be given to all volunteers before the event. A written briefing will also be made available.

On the night the Volunteer hub will be run by a Curiosity Carnival member of staff who will be able to answer any questions or queries you may have. There will also be a roaming volunteer co-ordinator who will be supporting volunteers around the city centre

If you have any further questions or require any information please contact:

Volunteercuriositycarnival@admin.ox.ac.uk