



Evaluation Assistant Volunteer Role Description

Base: Bramcote Old Church Tower and external events.

Role Type: Volunteer

No of roles: Several

Commitment: Flexible - project basis

Duration: Initially until September 2020

Responsible to: Volunteer Co-ordinator/Events Co-ordinator

Apply to: Alex Lloyd: Volunteer Co-ordinator: volunteersboctt@outlook.com

For an informal chat please contact: Ruth Buttery, Community Heritage Officer on rmbheritageconsulting@gmail.com 07896873783

Application Process: Application Form. This can be obtained from Alex Lloyd: volunteersboctt@outlook.com or from the website: www.bramcoteoldtower.org.uk

What's involved:

You'll help Bramcote Old Church Tower Trust to gain feedback from the public at our various events during the Heritage Lottery Fund community project. You'll undertake face to face feedback with our visitors, asking specific questions on our evaluation forms. This needs to be carried out in a set way to ensure we give accurate feedback about our project, therefore, training will be provided.

About the Tower and the Project:

We are currently undertaking a HLF project which will see the conservation of Bramcote's Old Church Tower, a new on site 'pod' which will have toilet and kitchen facilities, as well as, storage and new interpretation displays outside and inside the Tower. To complement this, we will be hosting various community events, such as historical talks, community archaeology and family events to tell the story of the Tower. Most of these events will take place on site but we are also keen to engage with a wider audience and therefore, we will attend various local events. This will enable us to provide a comprehensive offer to our local audience and potentially beyond, while we carry out the HLF project.

You will get to:

- Undertake specific evaluation training
- Learn about all processes of Evaluation for Heritage Lottery Fund Projects
- Use your great communication skills
- Work as part of a friendly team
- Meet a wide variety of people and get an understanding of what they think of our events



- Take part in an exciting community project and learn more about the local area
- Know that you are helping a great cause.

You will be:

- Interested in learning about Evaluation
- Confident in, and enjoy talking and listening to people
- Able to interact effectively with a wide range of visitors
- Able to follow a set of instructions
- Able to fill out a paper copy evaluation form
- Interested in Bramcote's heritage and history of the Tower.