



R:evolve Recycle Volunteer Roles and Task Descriptors

Below is a detailed description of the volunteering roles available at R:evolve Recycle.

R:evolve Clothing Swap Shop Assistant

Description: To assist within our community retail venues by running our swap shop boutiques. Volunteers will talk to customers about R:evolve, explain why we offer a swap shop service and provide general assistance and good customer service. Volunteers will also assist one another in general shop duties such as sorting and steaming clothing as well as tasks related to the up-keep of the swap shops such as tidying, changing displays and completing tasks issued by the staff Operations Team.

Essential:

- Interest in retail, the community, fashion or the environment.
- Belief in the R:evolve principles of reusing, upcycling and environmentally-friendly behaviours or a willingness to learn more about these.
- Reliable and ability to commit to pre-agreed shifts
- Commitment to supporting others in the volunteer team to complete shop duties and tasks

Desirable:

- Experience working in a retail or customer service environment
- Passionate about sustainability and the environment

Tasks:

- Customer service, customer assistance
- Weigh and check donations
- Calculate and issue points to customers (no money exchanges hands at R:evolve)
- Steam clean and prepare donations for redistribution
- Maintain the upkeep and presentation of the swap shop
- Encourage people to use the facility
- Display garments and accessories to make the shop attractive to customers
- Adhere to shop and organisation procedures and policies
- Promote the outcomes and ethos of the project with customer
- Attend training as and when required

Responsible to: Volunteer Development Officer / Operations Team

R:evolve Learn Tutor

Description: To share textile skills through our programme of community workshops. To support, assist with, and help to showcase R:evolve's work through upcycling, reusing, mending and recycling unwanted clothes and textiles into something new.

Essential:

- Textile skills (sewing, knitting, weaving, crochet, quilting, dressmaking etc.)
- Enthusiasm for passing on skills to the local community.
- Willingness to lead R:evolve Learn workshops in our designated workshop spaces in our R:evolve retail locations (Rutherglen, Cambuslang and/or Hamilton).
- Belief in the R:evolve principles of upcycling, reusing, and environmentally-friendly behaviours or a willingness to learn more about these.

Desirable:

- Experience in delivering workshops in a community setting.
- Experience in working with children, young people and vulnerable adults.
- Willingness to travel outwith R:evolve locations to deliver workshops to community groups, youth groups, etc.

Tasks:

- Plan and prepare the workshops in collaboration with the Community Sustainability Coordinator.
- Deliver textile workshops both within and outwith our shops as part of our Community Learn programme.
- Be responsible for Health & Safety of yourself and participants during workshops; be aware of relevant procedures; supervise the safe use of tools and equipment.
- Ensure that workshops are delivered professionally with good outcomes produced.
- Collect and report relevant data as required (e.g. participant details, weights of materials) to ensure that project reporting is up to date.
- Adhere to organisation procedures and policies.
- Attend training as and when required.
- Promote the outcomes and ethos of the project to workshop participants.
- Encourage people to use our facilities; sign up participants as R:evolve Members.

Responsible to: Volunteer Development Officer / Community Sustainability Coordinator

R:evolve Ambassador

Description: To promote the R:evolve Recycle project through events and promotional activities including, for example: delivering pop-up shops and information stalls, giving out promotional material at events, photography or assisting with event planning and delivery. Ideally our R:evolve Ambassadors will be people who know about the project through volunteering as a Swap Shop Assistant or a R:evolve Learn Tutor and are also willing to take on this additional role on an "as and when required" basis. However, this opportunity is also ideal for people who due to study or work commitments can not commit to volunteering regularly but would still like to be involved with the project.

Essential:

- Belief in, and enthusiasm for the R:evolve Recycle Project, and our principles of upcycling, reusing, and environmentally-friendly behaviours.
- Friendly, approachable and willing to engage with customers, community groups and the public at pop-up shops, community workshops, marketing events etc. to spread the word and get people involved with R:evolve.

Desirable:

- Marketing or promotional skills or experience.
- Understanding of social media and online promotions

Tasks:

- Deliver pop-up stalls / info stalls across the local area to promote the project.
- Assist with delivering R:evolve events and activities for example fashion shows, seasonal sales, and volunteer recruitment activities.
- Assist with promoting the project and specific upcoming events and activities; producing online content, e.g. customer stories, lookbooks, outfit of the week, etc.; distributing print media around local areas.
- Encourage people to use our facilities; sign up participants as R:evolve Members, sign up people to textile workshops, encourage community partners to contact relevant staff members to develop partnership work.
- Adhere to organisation procedures and policies.
- Attend training as and when required.
- Promote the outcomes and ethos of the project, acting as an ambassador.

Responsible to: Volunteer Development Officer / Community Sustainability Coordinator