

VOLUNTEER OPPORTUNITIES



Have you any spare time, even if it's only a few hours a month?

Please volunteer to help us to continue to provide this useful community facility. We are sure you will find it rewarding. We are a volunteer run community cinema, launched in 2005, our aims to provide two film showings per week with a varied programme covering mainstream and specialised films such as foreign language films. We

occasionally organise special events, e.g. talks before films by film directors or producers. To give you some perspective on the popularity of the Film Place, there have been about 650 film showings to well over 28,000 people since we opened our doors. Our biggest asset is our pool of volunteers without whom The Film Place would not continue to exist. We are constantly looking to recruit new volunteers to help run each film showing. Each film showing needs a **Head** volunteer, a **Projectionist** and four **Helpers** who are needed for box office, confectionery sales, ticket collection. Our volunteer coordinator would love you, to contact him with offers to help.

Use this email address to contact him: info@thefilmplace.org.uk

VOLUNTEER ROLES

The **Head volunteer** is an experienced volunteer who takes charge of the film showing. They are responsible for the keys/cash floats and coordinate the other volunteers.

The **Projectionist** sets up the theatre and prepares the projection equipment (BluRay) prior for the film showing. They then controls the equipment for the film showing and then helps in restoring the theatre to be ready for University use.

The **Helpers** set up the reception areas before the film showing which involves moving tables and chairs, putting black cloths on the tables and, putting up the signage and getting out and displaying the confectionery. Once the preparations are completed

specific tasks are allocated to the volunteers, which could be selling the tickets,



manning the confectionery sales area, making and selling the coffee/teas or ticket collection area.

Once the film has started everything is put away. After the film the Head volunteer, and if necessary, some of the other volunteers stay behind to help tidy up and checking the reception area is clear.

Volunteers can watch the film for free and receive a voucher for another film as a reward for volunteering.

TRAINING

We provide on the job training by making sure that you work with experienced volunteers when you start. All the duties are quite straight forward and don't require much training.

DUKE OF EDINBURGH'S AWARD

We provide a great opportunity for students to achieve their requirements for 'Volunteering' or the 'Skills' elements of this Award Scheme by acting as a volunteer for us for 3, 6 or 12 months. Duke of Edinburgh students can watch the film but don't receive vouchers as they are providing their time as part of their efforts to gain bronze, silver or gold awards. Since 2011 we have provided placements for more than 60 students, all from local schools. Some of these students have progressed to become regular projectionists for us until leaving school.



FACILITIES

The Film Place has the use of the University of Buckingham's largest lecture theatre, which is a great facility. We are able to offer a capacity of ~178 banked seats (including a limited number of disabled places) all with a good view of the 6m wide large screen. We use a surround sound audio system (incorporating an Audio loop).

We offer for sale a good range of confectionery, ice cream, tea, coffee and occasionally wine. We have comfortable sofas, chairs and tables to use while you wait to meet friends prior to watching the film. We also have free car parking just over the road to complete the convenience of coming to the Film Place.

