

Sound Desk Volunteer Role Description

The role of Sound Desk Volunteer is an important position at Sheffield Cathedral. The Cathedral is a beautiful Grade 1 Listed building, rich in history, located in Sheffield City Centre. We are proud of the warm welcome our visitors receive. Our services and events contribute significantly to a visitor's first impression of the Cathedral where thousands of people visit each year. We need your help to prepare and deliver the audio requirements for services and other events you may be asked to assist at, to the highest possible standards.

What will I be doing?

- ŏ set up the sound desk, microphones and any other audio equipment
- ŏ liaise with staff operating any live-stream that sound levels are correctly balanced for any live-streaming output
- ŏ control the sound equipment both at services and at other times, as the rota requires
- ŏ operate the sound desk in a professional manner to ensure optimum sound quality
- ŏ log the attendance numbers of any particular service or event
- ŏ liaise with the clergy and Head Verger with regard to service needs
- ŏ At the end of the service or event, to replace any audio equipment and accessories in their correct places
- ŏ To correctly shut down the sound desk, and
- ŏ Any other duties as may be assigned, appropriate to the role of sound desk operator

What do I need to be able to do?

We would like you to have:-

- ŏ A good knowledge of audio equipment, or a willingness to learn it;
- ŏ A willingness to be available to volunteer flexible hours;
- ŏ The ability to use one's own initiative while working collaboratively as part of the verger's team, within the overall cathedral team of staff and volunteers, and;
- ŏ The ability to accept a task and see it through to its conclusion, including carrying out routine tasks to a consistently high standard.

What should I understand?

You should have a knowledge and empathy of the Church of England, have a commitment to the life and work of the cathedral, and its mission; and Sheffield's heritage.

You will have an appreciation of the cathedral building and its enhancement in the work of a sound desk volunteer

How should I behave when I am carrying out my project tasks?

Smile! Be a "welcoming face" of the cathedral. Enjoy working in a team. Ability to interact with people from all walks of life. Be versatile.

What will I gain?

To gain skills and build up CV skills and experience i.e. for roles such as audio visual assistant.