

Welcome to ART

Thank you for volunteering with ART. Without people like you, ART couldn't function and deliver our courses, workshops, ringing schemes and resources to the ringing community.

We want your time volunteering with ART to be both successful and enjoyable. To make this happen we want to give you the support and tools to enable you to become a valued member of the ART team.

Help in getting things done

If you need anything to help you perform your role better, please talk to us. We would be happy to provide you with:

- Software we can often get large charity discounts.
- Hardware we can work out the best specification for what you want to do.
- Training both in-house and external.

If you are communicating externally on behalf of ART we will provide you with an ART email address and help you set it up.

If you incur a reasonable cost whilst volunteering then you can claim this back using the expense claim form. We ask that any expenses over £20 are approved by the ART Chairman or ART Treasurer prior to them being incurred.

One of the ART team

You are a valued member of the ART team, and we have a strong duty of care to you. We will place you with another experienced volunteer or volunteers who will help you carry out your role. We take your well-being seriously and if you have any concerns, however big or small, please talk to us.

Benefits

People volunteer for many different reasons and we hope that for whatever reason you volunteer, we can meet your needs. If you would like a reference or want to create a product portfolio based on your volunteer work with ART then please ask.

Our expectations

We expect you to abide by ART's policies and guidelines – <u>https://bellringing.org/policies-and-guidelines</u>. If as a volunteer, you're working with young people or vulnerable adults we need to perform a DBS check and if you're working with personal data we'd expect you to have undergone GDPR training – we'd be happy to accept evidence from other organisations – or we can provide online training.



Who can help?

I am always available to talk about anything, anytime. You might also want to contact:

- Sue Dixon (ART Treasurer) <u>sue.dixon@bellringing.org</u>
- Rose Nightingale (ART Administrator) <u>rose.nightingale@bellringing.org</u>
- Denise Tremain (ART Administrator) <u>denise.tremain@bellringing.org</u>
- Monica Hollows (Office Manager) <u>monica.hollows@bellringing.org</u>
- Steve Johnson (IT) <u>steve.johnson@bellringing.org</u>
- Les Boyce (GDPR) <u>les.boyce@bellringing.org</u>
- Chris Enzor (Safeguarding) <u>chris.enzor@bellringing.org</u>

Thank you for volunteering with ART and I hope you find your time with us both enjoyable and rewarding.

Andrew Slade

ART Chair

andrew.slade@bellringing.org