

Job Description: Centre Team Volunteer

Application Deadline: Wednesday, 9 April at 5:00pm

Overview

Outhouse LGBTQ+ Centre has been a cornerstone of support, connection, and advocacy for Dublin's queer community for almost three decades. A Centre Volunteer at Outhouse will welcome visitors, provide information, and assist in maintaining a safe, inclusive, and smoothly operating space for the LGBTQ+ community. They will support staff with event logistics, crowd flow, and venue upkeep while ensuring a friendly and engaging atmosphere for all attendees.

Key Responsibilities and Duties

Event Support

- Welcome guests, provide information, and assist with crowd flow.
- Ensure smooth movement throughout Outhouse spaces.
- Support staff in maintaining an inclusive and safe environment.

General Operations

- Monitor and manage venue logistics, including bin management and restocking bathroom supplies.
- Assist in set-up and clean-up before and after events.
- Work alongside other volunteers and staff to ensure a seamless event experience.

Customer Service & Engagement

- Engage with guests in a friendly, supportive manner.
- Provide guidance on event proceedings and available services.
- Direct attendees to the appropriate spaces or staff members as needed.

Health & Safety Compliance

- Ensure health and safety policies are adhered to.
- Report any safety concerns or issues to staff immediately.
- Follow venue guidelines for emergency procedures.

Such other duties may be required from time to time.

Functional Competencies

Essential

- Strong communication and problem-solving skills.
- Excellent customer service and interpersonal skills.
- Ability to remain calm and composed under pressure.
- Awareness of LGBTQ+ issues and commitment to inclusivity.

Desirable

- Previous experience in event management or volunteering.
- Ability to cope with a crowded, loud, and dynamic environment.

Overview of Practical Arrangements

Key Dates

- LGBTQ+ Issues Panel – Saturday, 7 June (2 volunteers required)
- Clubs and Socs Day – Saturday, 14 June (6 volunteers required)
- Day of Pride – Saturday, 28 June (6 volunteers required)
- Trans and Intersex Pride – Saturday, 12 July (2 volunteers required)

Submitting an Application

We know that volunteering is a commitment, and we truly appreciate your time and dedication. Pride is one of the most exciting times of the year, and having qualified, reliable, and passionate volunteers is essential to ensuring a safe, welcoming, and joyful experience for our community.

If you're ready to make a difference, follow these steps to apply:

1. **Review the Roles** – [Explore the different volunteer opportunities](#) and find the role that best suits your skills and interests. Please check the time commitments and required dates to make sure you're available.
2. **Submit Your Application** – Complete the [online application form](#) before the deadline: ***Wednesday, 9 April at 5:00pm***.
3. **Application Review & Notifications** – We carefully review every application to ensure the best fit for each role. You'll be notified of your application status by *Friday, 18 April*. Unfortunately, it will not be possible to accept every applicant.
4. **Volunteer Interviews** – If selected, you'll be invited to a short interview between *Tuesday, 22 April – Friday, 25 April*. We'll offer time slots during the day and early evening for flexibility.
5. **Attend Volunteer Training** – To ensure all volunteers are fully prepared, everyone must attend our Volunteer Training Day on ***Saturday, 10 May***.

This session will equip you with everything you need to confidently support our events and community.

Pride is made possible by volunteers like you. If you're ready to contribute your time, energy, and enthusiasm, apply today and be part of something unforgettable!

We regret that it is impossible to provide individualised feedback to applicants who have not been shortlisted for an interview. We kindly request that you do not call or email seeking feedback. Feedback is available for all candidates who attend an interview.

Candidates should note that canvassing will disqualify them.