



## **CURRENT VOLUNTEERING OPPORTUNITIES**

The Art Ministry is a charity based in Hadleigh providing weekly arts and crafts sessions to over 100 disabled and disadvantaged children and adults from south east Essex. The sessions reduce social isolation and raise self esteem. We run sessions for the visually impaired, physically disabled, people with mental health problems, and adults and children with learning difficulties as well as young carers.

### **Trustees**

These are exciting times for the charity as we continue to grow the range of services that we provide while making sure that we remain financially sound and compliant with regulations. This is not a passive role, as we have no salaried management team, so you will help to actively manage The Art Ministry. You will engage with our 5 salaried part-time group leaders, 35 volunteers and 100+ service users, as well as other organisations operating in our sector. It's a great opportunity to broaden your horizons, develop new and/or use existing skills and to make a contribution to a very worthwhile local charity. Trustee meetings are held quarterly, usually on a weekday evening. Each trustee has a specific remit, such as Fundraising or Volunteer Management, and we all share in general management and responsibility for completing the action points that result from the trustee meetings.

### **Session Helpers**

Three of our sessions are in great need of additional helpers due to increasing student numbers. These are our fortnightly session on Wednesday mornings at Basildon Papworth Trust, fortnightly session Friday mornings at The Peaceful Place in Rochford and our weekly session in Thundersley on Thursday afternoons. All three sessions are for adults.

For a couple of hours you can help adults with their arts and crafts activities, under the guidance of a group leader. Arts and crafts skills are not essential, but they will add value. You do need a caring and understanding disposition. No personal care is involved.

We also have vacancies at some of our other sessions—please email for details.

### **Minutes Secretary**

We need an organised and methodical person who is able to take accurate minutes of our trustee meetings. They will need to be able to keep accurate records. A key part of the role is to help the Chair organise and run the meetings, and to ensure that Board meetings are properly administered in accordance with the Declaration of Trust and Charity Commission guidelines.

### **What next?**

To find out more about the volunteering opportunities contact us as follows or see our Volunteer page:

**Email:** [info@theartministry.org.uk](mailto:info@theartministry.org.uk)

**Phone:** 07582 025163

**The Art Ministry, Registered Charity No: 1108227**

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