



CANFOD Y GÂN
DISCOVER THE SONG

Volunteers Handbook

Welcome to Canfod y Gân

Thank you for choosing to volunteer with this project. We appreciate the fact that you are volunteering with us. We are committed to making sure you have a positive and worthwhile experience. Your time, skills and experiences are so valuable to this project.

In this handbook we will endeavor to make you aware of the following:

- The advantages of volunteering
- The project's vision – Aims and outcomes
- The project's background
- Practical details – tasks, locations and times.
- Role descriptions and responsibilities
- CGWM Volunteering policy

Why Volunteer?

**To make a
difference**

**To connect
with others**

**Share skills
and
experiences**

**Broaden
experiences**

**To improve
your own and
others
wellbeing**

**Forge
friendships**

**Interact with
others**

We believe that every person has a song to sing and that every person deserves the opportunity to discover and share their song.

This is the projects' vision. Canfod y Gân/Discover the Song aim is to transform lives through music. The project is eager to recruit enthusiastic volunteers that are willing to contribute towards this vision and its far-reaching potential. The projects volunteers will assist staff, and the musical tutors to provide integrated and inclusive music sessions to individuals (16+) with and without learning disabilities to recognize and develop their strengths and musical interests alongside others.

By volunteering you will be supporting and encouraging members of your community to take a musical journey that will provide opportunities to improve mental health and wellbeing. You will also contribute towards encouraging positive perceptions of disability within our community.

By volunteering for Canfod y Gân/Discover the Song, you will support and encourage others and yourself to...

Develop positive relationships through music

Develop positive peer relationships

Develop independence

Improve concentration

Make the most of opportunities

Trust others

Contribute to regular musical sessions and performances

Forge positive relationships within the community

Reach your potential and beyond

Think creatively, observe and adapt

Background

Canolfan Gerdd William Mathias (CGWM) in partnership with Gwynedd Council Adults with Learning Disabilities Team have been awarded with a Spirit 2012 Music Challenge Fund to run Canfod y Gân over three years.

Organization

Caernarfon

Location : Hwb, Arfon Café, Caernarfon
Leisure Centre
Monday Evenings : 5.30-7.00pm

Pwllheli

Location Capel y Drindod Pwllheli
Tuesday evenings : 5.15-6.45pm

Harlech

Location : Ysgol Ardudwy
Tuesday evenings : 5.30-7.00pm

From the end of April 2019, three groups will be meeting every fortnight in Harlech, Pwllheli and Caernarfon. Every six months, groups will be performing in the community locally and/or nationally.

The groups will be running under the guidance of a musical leader, and working alongside specialist musicians who will work with the groups for specific periods for a specific purpose. The musical direction of the groups will be lead by its members. We are eager to provide a wide range of musical experiences and training of a high standard, in a various styles and *genres*. The groups participants – being a member or a volunteer – will receive musical training of a high standard and benefit from performing and composing that's second to none!

By volunteering with the project CGWM is committed to:

- Introducing you to the role, CGWM, project staff, other volunteers that you will be working alongside.
- Provide opportunities to meet regularly with your appointed contact person.
- Understanding your reasons for volunteering, your interests and wishes, and try to satisfy the above where possible.
- Consult with you about any changes that might affect your volunteering.
- Provide a safe environment, and adequate insurance whilst you are volunteering.
- Treating you with respect in line with our equal opportunities policy.
- Respond to your worries or complaints as soon as possible.

As a volunteer, the project would like you to commit to the following:

- Contribute, support, and encourage others to the best of my ability.
- To give as much notice as possible that you will not be available to volunteer
- Maintain the values of CGWM's policies, including health and safety, privacy, and equal opportunities.
- Notify the project's staff if anything regarding your own safety/wellbeing, as well as the safety and wellbeing of others.
- To behave in a way that will not be considered defamatory to the centre.
- Benefit from all the training and development opportunities on offer.

Aim of the role : Collaborate with tutors and members in musical activities with the intention of improving mental health and wellbeing.

Tasks

There will be an opportunity to discuss these tasks so that you are comfortable that you will be able to complete some or all of these tasks as a volunteer:

- Support and assist the group members to take part and collaborate under the guidance of the tutor.
- Socialize with the group members.
- Assist in preparing refreshments during the break in each session.
- Assist in preparing and the space before and after the session.
- Assist during concerts or festivals

Time

Flexible time commitment, ideally you could volunteer for a two-hour session every fortnight throughout the year. If the session were to run on a bank holiday, it would be possible (by agreement with the members/tutors/volunteer and location) to change the date of the session.

Benefits offered

- Internal training
- DBS Certificate
- Volunteering appreciation events

References

- You will need to provide two references
- You will have direct and substantial contact with children and vulnerable adults and would therefore need to complete a DBS check.

Essential skills to volunteer with Canfod y Gân/Discover the Song

- Interest and enthusiasm in collaborating within an inclusive group of adults where everyone's contribution is equal.
- Interest in community music, and the ability to encourage others to take part and enjoy each session.
- Strong interpersonal skills to communicate, socialize, and assist the group's members in each session.

Signed _____ (Volunteer)

Signed _____ (CGWM)

Date _____