



Book Club Volunteer

Purpose of the Role:

To support the delivery of engaging and inclusive after-school book club sessions as part of the Baytree Centre's GEMS programme for girls aged 5–18. By encouraging a love of reading, you will help create a safe, welcoming, and inspiring environment where girls can build their confidence, develop their literacy skills, and enjoy exploring new stories. Working alongside staff, you will assist in planning, delivering, and supporting activities that promote reading for pleasure and personal growth.

Main Responsibilities:

- Assist in preparing and facilitating book club sessions, providing guidance and encouragement to participants.
- Support the delivery of age-appropriate reading activities that promote learning, creativity, and personal development.
- Help foster a supportive and inclusive atmosphere where girls feel comfortable expressing their ideas, building confidence, and sharing opinions about books.
- Assist with administrative tasks such as attendance tracking, activity planning, and organising resources to ensure the smooth running of the programme.
- Adhere to Baytree Centre policies and safeguarding procedures.

Skills and Qualities Required:

- Empathy and patience to work effectively with girls of varying ages, backgrounds, and abilities.
- Strong communication skills to engage positively with participants, other volunteers, and staff.
- Creativity and enthusiasm for developing and delivering reading-focused activities that inspire a love of books.
- Reliability and commitment to attend scheduled sessions consistently.
- Ability to work collaboratively as part of a team.

Commitment:

- One hour session per week for at least two terms.
- Exact timings will follow the GEMS programme timetable. Sessions usually take place Monday to Thursday between 4:00 pm and 6:00 pm.

Benefits:

- Gain experience supporting literacy and reading-based youth activities.
- Develop skills in youth engagement, activity facilitation, and group discussion.
- Contribute to the literacy development, confidence, and personal growth of girls.
- Be part of a supportive and welcoming volunteer community.

This role is open to female applicants only (Equality Act 2010: Schedule 9: Occupational Requirements). Applicants must be 18 years or older.