

## **Job Specification**

**Position:**           **Art & Craft Volunteer Leader**

**Location:**           MOSH House  
86 George Street  
Thebarton

**Times:**               Nominated flexible times within  
10am- 7pm seven days per week.

### **Position Purpose:**

MOSH House is a self funded organisation that offers a service to people whose lives have been touched by suicide. One of the services provided is to offer support through programs that allow people to learn new skills in a relaxed and comfortable setting. The Art/craft Volunteer is an integral part of the team at MOSH and the creative programs will give opportunity to people to experience mixing and sharing with others while enjoying and discovering their own creativity.

### **Duties May Include:**

- Setting up and preparing activity room for sessions.
- Planning and presenting art/craft sessions
- Demonstrating /teaching skills to participants.
- Keeping activity room clean, tidy, organised with equipment labelled for easy use.
- To record, check and order stock as required and reconciling takings and receipts.
- To be aware of other programs offered at the MOSH House and encourage participation when /where appropriate.
- Attending MOSH meetings when appropriate.
- Abide by MOSH Code of Conduct and OH&S procedures

### **Essential Skills and Abilities:**

- Able to communicate with people and encourage participation.
- Able to use initiative and able to demonstrate empathy and sensitivity.
- Aware of the code of confidentiality.
- Able to plan, teach, demonstrate, and organise art and craft sessions.
- Willing to undertake basic training relevant to the role as needed.
- Reliable and able to work as a team member.
- Flexible and able to take direction.

### **Desirable Experience, Skills and Abilities:**

- To have experience and knowledge of art and craft activities and how to present to and teach small groups.

