

VOLUNTEER ROLE DESCRIPTION

ROLE TITLE

Video-making Volunteer

WHAT IS THE ROLE? – WHY DO WE NEED YOU?

We want to make our website and Facebook presence more interesting and engaging by adding some 'talking heads'. These would be various people from across the Diocese of Leeds talking about the Social Justice issues that concern them and describe the social justice activities going on in their area or parish

ROLE DUTIES – WHAT ACTIVITIES CAN YOU EXPECT TO DO?

- Set up face to face interviews with identified people in the Leeds diocese (Finding people to interview will be the responsibility of the Commission. As the video volunteer you will be presented with the contact details for the people we have found who are willing to take part in this project – your role will be to set up suitable interview dates and times at a mutually convenient location)
- Work with a Commission member to agree the questions that will be asked as part of each interview
- Undertake video interviews with 'talking heads' volunteers
- Edit down the raw video material into usable website / Facebook video segments. There may be multiple video segments with one individual covering different aspects of their interest in Social Justice issues.

HOW MUCH TIME WILL IT NEED TO DO THE ACTIVITIES?

Our own estimate of the time needed to do this is approximately 10 days of effort which could be spread out over a longer period (e.g. 3 months) – but we will be guided by volunteer estimates as well.

LOCATION

You will need to go to where interviewees are located. This could mean visits to people across the Leeds Diocese: Leeds, Bradford, Wakefield, Skipton and other places.

Other activities (such as the video editing) can be carried out wherever is convenient.

WHAT SKILLS AND EXPERIENCES DO YOU NEED TO DO THIS ROLE

ESSENTIAL

- A commitment to social justice issues
- Access to video-making and editing equipment and software. The Commission cannot provide this.
- Some experience of making short videos (the Commission is unable to provide any training in this)

HELPFUL

- Experience of interviewing people
- Some understanding of social justice issues as related to Catholic Social Teaching.
- Experience of uploading videos to YouTube, Facebook or similar



TRAINING AND EXPENSES

The Commission will reimburse volunteers for travel expenses incurred when travelling to the Commission's office. Where agreed in advance, other travel expenses related to the volunteer role may be reimbursed. Volunteers are expected to use public transport wherever possible.

On acceptance of a Volunteer role the volunteer will be asked to attend an Induction session. As well as addressing specific aspects of the role this will give some background information about the working practices of the Commission and how it relates to the Diocese of Leeds as well as any relevant health and safety information.

Other training may be provided, depending on the nature of the role and the willingness of the volunteer to undertake specific activities if training is required.

BENEFITS TO VOLUNTEER

- An opportunity to develop your interviewing skills
- An opportunity to develop and use your skills in making videos
- An opportunity to develop your skills at editing video material into extracts suitable for use on a website or social media sites
- video credits for the work you have done
- An opportunity to use your passion for social justice to help a local campaigning and advocacy organisation

APPLICATION PROCEDURE

Fill out a volunteer application form for the role

CONTACT INFORMATION

If you would like to talk about this project with someone then In the first instance please contact

Dr. Ann Marie Mealey

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