

Volunteer Role Description:

Project details:

What is ACE Benthg?

ACE Benthg is a Library of Things where people can borrow at a low-cost. It's part of the larger Benthg-Cymru network (Benthg means to borrow in Welsh).

What are we trying to do?

Benthg wants to make borrowing as easy as popping out for a loaf of bread! So that people borrowing instead of buying.

Why?

We know that borrowing saves people money because they don't need to buy. It saves storage space and importantly, it saves the planet by reducing waste.

How does it work?

People can borrow from our online catalogue at ace.benthg.cymru and membership is free. Items usually cost around £3-£5 to borrow for 7 days.

ACE Benthg has an electric van so that we can deliver all over Cardiff, pick up donated items, run events and support some Repair Cafes around Cardiff.

Volunteer Role – Social Media Co-Ordinator

Project Lead – Naomi England, Volunteer Co-Ordinator and Richard Hawkins, Project Co-Ordinator

Venue – ACE - Dusty Forge or Volunteer-from-Home

Time – 1-2 Hours per week.

Desired Skills –

- Experience using facebook, Instagram
- Experience of posting on social media
- Good use of English Language
- Creativity
- Welsh language (desired)
- Experience of using Canva.com (desired)

DBS / Specific training required?

We will provide some training to help with the role.

Time Credits?

Yes

Volunteer responsibilities:

- To promote Ace Bentyg and their library of things on social media.
- To monitor the @acebentyg social media account
- To respond to queries or direct them to an appropriate member of the team
- To schedule weekly social media posts
- To make links with local community groups and post onto them
- Create a list of tags to use
- Use template images and create some new ones
- To use our Welsh Key Phrases document to make posts bi-lingual where possible
- To use google translate appropriately for Welsh translation

Project lead responsibilities:

- To manage safeguarding processes
- To monitor social media posts and provide guidance
- To answer any queries volunteer may have
- To be supportive
- To provide any training necessary