



ENGLISH-SPEAKING UNION

discovering voices

ESU Volunteering Positions

Volunteer description & person specification

Volunteer position:	ESU-Churchill Public Speaking Competition Coordinator
Reporting to:	ESU Public Speaking Competition Lead Organiser
Hours of work:	1 hour training and guidance 15-30 hours over the course of an academic year
Location(s): We are specifically looking for coordinators in these areas. However, please let us know if you live elsewhere and are interested in the role.	London Manchester and surrounding areas; Newcastle; Durham; Birmingham; Sheffield; North Wales; Derby/ Loughborough / Leicester area; Plymouth and surrounding areas; Travel will be required

The ESU-Churchill Public Speaking Competition is the largest and most prestigious schools' public speaking competition in England and Wales. Join our team of committed regional volunteers who organise and judge the competition across England and Wales.

Overview

To organise and run heat(s) of the ESU's Public Speaking Competition (age 13-16) in your local area by communicating with schools and ESU staff.

Responsibilities

- Coordinate venue and date of local heat(s) within the parameters set by the Lead Organiser (heats are held between November and early February)
- Contact and confirm suitable volunteer judges. Ensure they have been fully briefed and undertaken the ESU's online training course for judges
- Communicate venue, timings and speech topics with local participating schools (all speech topics provided by ESU staff)

International Headquarters: Dartmouth House 37 Charles Street London W1J 5ED +44 (0)20 7529 1550 www.esu.org

Patron: HM The Queen **President:** HRH The Princess Royal KG KT GCVO

Chairman: The Rt. Hon. The Lord Boateng **Deputy Chairmen:** Derek Morgan, Dr Tony Wood **Director-General:** Jane Easton

English-Speaking Union of the Commonwealth, incorporated by Royal Charter, is a Registered Charity No. 273136

- Regularly login to the ESU Competitions Portal to check new schools registrations
- Print off programmes, certificates and judge mark sheets for the event (all automatically generated via ESU Competitions Portal)
- Promote the competition to schools within your area and encourage them to register
- Support and promote the charitable objectives of the ESU, acting as a representative for the organisation
- Adhere to the ESU's equity policy and safeguarding guidelines
- To work collaboratively and professionally with school teachers and ESU staff
- To positively promote and encourage schools and young people to participate in future competitions
- Attend events punctually and to seek ESU staff support immediately should any concerns or issues arise

Person specification

Essential

- Commit to a minimum of one academic year
- Complete and pass the online public speaking judge's training
- Ability to communicate effectively with young people, peers and colleagues
- Access to a vehicle, or willingness to travel by public transport
- Interest in promoting public speaking and/or debating skills in young people

Desirable

- Experience in organising events
- Experience in public speaking for academic or professional purposes
- Previous participant in ESU or other organisations' public speaking and/or debating programmes/competitions

The English-Speaking Union

The English-Speaking Union delivers education programmes and competitions across England and Wales that enable a wide range of young people to 'discover their voice'. Central to our mission is a commitment to working with schools and young people to narrow gaps in opportunity and achievement.

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Most competitions are judged by ESU volunteers who are based regionally and allow us to reach more young people across England and Wales.

Note

This job description is not a contract but is provided for a volunteer's guidance on the way in which the duties of the post are to be carried out. The content of the job description may change from time to time and the volunteer will be consulted over any substantial changes. As a volunteer, you may be required to perform work not specifically mentioned above commensurate with the scope of your role within the ESU.

The ESU is committed to safeguarding and promoting the welfare of children and young people. Therefore, we expect all employees and volunteers to share this commitment. All appointments are subject to satisfactory pre-employment checks, including identity checks and signing of a volunteer agreement and the ESU's code of conduct.

To apply

Please apply by completing our [ESU Volunteer Application Form](#) and email it to volunteering@esu.org. Do also get in touch with any questions or clarifications about the position by calling Matthew on 020 7529 1587.