



2024 GP Parking key co-ordinator roles

hello@silverstoneschoolparking.co.uk



VOLUNTEER CO-ORDINATOR

Role: Co-ordinate volunteer recruitment with charity partners.

Key tasks: Provide regular volunteer recruitment update to charity partners and director(s). Point of contact for volunteer enquiries by email.

Key skills: Excel and email!

Time: 1-2 hours per week from volunteer recruitment launch.



ROUTE SIGNAGE CO-ORDINATOR

Role: Co-ordinate route signage teams and equipment.

Key tasks: Plan and update route maps. Organise equipment and brief route signage teams

Time: 4-6 hours on Tuesday & Wednesday night before GP weekend and 1-2 hours on Monday / Tuesday after GP.

VOLUNTEER WELLBEING CO-ORDINATOR



Role: Organise volunteer refreshments for the GP weekend

Key tasks: Plan and / or purchase items needed. Manage volunteer wellbeing team over the GP weekend.

Time: 3-4 hours before GP weekend, 4 hours (Sat & Sun morning) over the GP weekend.

CAR PARK LAYOUT CO-ORDINATOR



Role: Co-ordinate set up of all car parks

Key tasks: Organise equipment needed. Brief and manage volunteer teams during set up. Confirm car parks are laid out as per the agreed plans.

Time: 4-6 hours on Wednesday & Thursday evening before GP weekend.

To apply for, or learn more about, a specific co-ordinator role, just pop us an email to hello@silverstoneschoolparking.co.uk