

### *Interested?*

- Come to the BELFAST Centre – introduce yourself, meet some of us and discuss how you are interested in getting involved
- Observe some of the activities in action
- Contribute a 10 minute activity, then a 20 minute activity ... and so on
- Join one of the delivery teams
- ... and get more and more involved.

### *We commit to ...*

- Provide a warm welcome for anyone who wants to join the BELFAST Volunteers
- Deliver an induction to give information about activities and working procedures
- Create opportunities that fit individual interests, aspirations and availability
- Pay any agreed out of pocket expenses
- Recognise, reward and celebrate the contributions made by the BELFAST Volunteers.

### *You commit to*

- Aim for excellence in the contribution you make
- Be reliable and dependable
- Follow the agreed working procedures
- Think creatively to identify potential new projects for development
- Act in a professional manner to develop the reputation of the BELFAST Programme
- Help to improve the BELFAST Programme and the working procedures in

# Volunteering on the BELFAST Programme

## ***Building English Language For A Successful Transition***

*Improving English for Employability*

### *Contact*

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### ***What we do***

We aim to help foreign nationals by:

- Unlocking migrant capabilities, so that individuals can contribute more to the local and national economy by getting jobs for which they have suitable skills, qualifications and experience after building their language, communication and job-hunting skills
- Reducing costs for public services
- Promoting social cohesion.

### ***How we do it***

- *Personal learning plans:* Helping individual Learner to focus work to improve their General English and knowledge of sector-specific language they need
- *Meetups:* Giving Learners opportunities to
  - Understand the job-hunting process in Belfast and beyond
  - Prepare CVs, application forms and covering letters
  - Prepare appropriate answers to interview questions.
- *Self Access Centre:* Providing resources for private study
- *English for Beginners:* Conventional classes to help adults get started.

### ***Where we do it***

We are based at the BELFAST Centre @ BURC, Donegall Street and various locations elsewhere in Belfast and beyond.

### ***How you will benefit***

- Join a talented team from a wide range of backgrounds
- Learn new skills
- Grow in confidence
- Improve your CV
- Find out more about teaching English as a Foreign Language
- Share your knowledge and experience
- Widen your horizons
- Meet new people
- Give something back
- Have fun!

### ***How you can help***

- Providing a few hours a week to support activities of interest to you in the BELFAST Programme
- Developing your skills in introducing and practising new language
- Designing and creating promotional material
- Contributing to our use of social media: Facebook, Twitter, etc.
- Meeting and greeting new people
- Mentoring and supporting individual Learners
- Supervising the Self Access Centre
- Providing support for social events, excursions and related activities.