

Mole Valley District Council Volunteering Opportunities

Role Description - Car Park Steward

Role Objective: To ensure that Mole Valley District Council owned and any temporary car parks for the Olympic Cycling Road Race and associated events are well-managed and assist visitors with finding car park spaces.

Main Duties:

- To provide a high standard of welcome and customer service to all visitors.
- To project a positive image of Mole Valley District Council and the local area to visitors.
- To assist visitors in finding car parking spaces and existing car parks safely after the event.
- To direct visitors to where they may park and encourage them to park with consideration to other visitors, and to ensure maximum car parking capacity liaising with Transport Area Marshall as necessary.
- To uphold the Customer Service Policy and report anything hazardous to the Car Parking Manager.
- To undertake full training provided by Mole Valley District Council.
- To undertake any other appropriate assistance in relation to car park attending as may be reasonably requested by the Car Parking Manager.
- To volunteer in compliance with Mole Valley District Council's Health and Safety Policy and Volunteer Policy at all times.

Skills preferred:

Customer service
Stewarding
Local knowledge
Good Communication skills
Good use of initiative