

Opportunity title	Language Café Volunteer
Type of Opportunity	Volunteering and Outreach
COVID	Language Café will be operating virtually until it is safe to meet in person. This role description includes expectations for working both virtually and in-person.
Location	Remo – online platform
Organisation	University of Bristol, Global Lounge
Website	https://global-lounge.bristol.ac.uk/language-cafe/
Opportunity description	<p>Language Café is an informal language learning event, encouraging fun and friendly conversations over a cup of tea. Our café is open once a week during term time. We welcome students and staff of all language levels and none.</p> <p>Language Café is run by volunteers who are either native or fluent speakers of many wonderful languages. Each week we introduce a new theme such as travel, festive traditions, music, and food so that every time you return you learn something new.</p> <p>Every language has its own conversation group and where possible we divide groups by the language level from beginner to intermediate+. We tend to keep our conversation groups small so that everyone gets a chance to speak.</p> <p>All languages are welcome, including English. We may not always have learners for specific languages, but volunteers of all languages are welcome to take part, nevertheless.</p> <p>Language Café runs every Wednesday from 15:00 – 16:30 during term time. Weekly sessions will take place from October 14 until December 16 during the first teaching block.</p>
Responsibilities	<p>Volunteers are expected to:</p> <p>Primary responsibilities</p> <ul style="list-style-type: none"> - Prepare for their session (no more than 30 minutes needed per week) based on a session brief sent to them - Welcome learners in their language group and encourage conversations in accordance to different language levels. - Have fun! <p>Other responsibilities</p> <ul style="list-style-type: none"> - Help with the set-up and clear-up (in a physical location) - Promote Language Café to the University of Bristol community to help us further increase attendance
Time commitment	Volunteers are expected to commit to at least 4-6 sessions each teaching block, but we will aim to accommodate everyone however much time you can give to us.

	<p>Each session is 1.5 hours long, taking place every Wednesday at 15:00 – 16:30.</p> <p>Volunteers must attend a 1.5-hour live induction, watch an induction video and complete an induction quiz.</p>
Benefits	<ul style="list-style-type: none"> - Help students and staff practise and improve their language skills - Learn about different cultures from native and fluent speakers - Encourage integration and inclusion between UK and international students and staff - Meet people from around the world without leaving the campus - Improve such useful skills as facilitation, time management, public speaking, communication, teamwork and intercultural awareness - Gain meaningful volunteering experience, which is recognised by Bristol PLUS Award. - Reference letters can be issued upon request - Free refreshments
Training and support	<ul style="list-style-type: none"> - Language Café induction to introduce the programme, explain volunteering principles, and help you become a confident volunteer - Ongoing support during each event from the Global Lounge team - Learn and share volunteer mingles to exchange best practice
How to apply	<p>To apply, complete our online application form. Our recruitment is rolling.</p> <p>Successful applicants will be given the online resources and will need to complete the online quiz to be able to volunteer. Applicants will also be invited to our induction to help them prepare for the role.</p>
Other	<p>Students of all levels can apply, including Erasmus and Study Abroad students who are at University of Bristol for one term only.</p> <p>All staff can apply, if they have line manager’s permission to participate if during working hours.</p> <p>This role is only for one academic year and will be reviewed at the end of the year as the project develops. Information for the second teaching block including session dates, times and location will be released at a later stage.</p>