



VOLUNTEER ROLE DESCRIPTION: **VOLUNTEER EDUCATOR**

Purpose of the role: The role of a Volunteer Educator is to deliver education programmes developed by the Holocaust Centre of New Zealand. School groups typically range from Yrs 7 – 13. HCNZ also hosts adult groups and tertiary students.

Volunteer Educator Requirements

1. Complete Volunteer Presenter Training course.
2. Communicate with Bookings Coordinator, Lead Educator, and Education Director prior to visits to establish the programme being delivered.
3. Prepare for each presentation to school or adult groups.
4. Present to school or adult groups. No Volunteer Educator will do presentations alone, they will always present as a team.
5. Provide feedback to the Education Director concerning questions or suggestions to promote programme improvement.
6. Act always as a trusted representative of the Holocaust Centre of New Zealand.

Volunteer Educators will be provided with training in the programmes that are offered and with resources to successfully present to groups. All Volunteer Educators must observe the presentation of a programme twice before they can take a school or adult group.

Training, Induction, & Delivery

Volunteer Educators will need to:

1. Observe each programme offering, covering a range of Holocaust topics, twice before presenting to groups
2. Be open to feedback from the Education Director, Lead Educator, and Education Team in the delivery of presentations and use of materials.
3. Work in concert with the Education Director, Lead Educator, and Education Team in the development of presentations and materials.

Required Skills

To fulfil the expectations of the role, prospective Volunteer Educators are required to have the following:

1. Experience in working with children, youth, and/or adults in a formal and informal learning environment.
2. Effective presentation skills and a strong knowledge of the subject to be taught, including familiarisation with resource materials.
 - a. While a basic understanding of the Holocaust is a bonus, Volunteer Educators are required to increase their knowledge to effectively deliver our programmes.
3. Ability to present curriculum developed by the Holocaust Centre of New Zealand.
4. Ability to co-present and work as part of a team.
5. Ability to interact with the visiting group and be sensitive to their needs

Please note: To develop your skills as an Educator, you will be offered opportunities to take part in professional development activities.