



**NONSUCH
STUDIOS**

Freelance Volunteer Co-ordinator

Application Deadline: Sunday 5th July at Midnight

Application Method: via Online Form & Document Upload

Candidates Notified: by Tuesday 7th July

If you have any questions about this role or would like to organise an introductory chat please email Jake via jake@nonsuchstudios.co.uk.

Nonsuch Studios recognise the positive values of diversity, promote equality and challenge discrimination. We welcome and encourage applications from people of all backgrounds as we are actively seeking to develop our team to better represent the diverse community we live and work in. We particularly welcome applications from individuals who define as D/deaf, disabled and/or neurodivergent, people of Global Majority Black heritage and of South, East and South-East Asian heritage and/or LGTQIA+. We will interview all applicants who are ethnically diverse and/or have a disability and who meet the essential criteria for this role.

Volunteer Co-ordinator

Job Title	Freelance Volunteer Co-ordinator
Reports to	Senior Leadership Team
Fee	£3,000
Place of Work	Nonsuch Studios' Offices & Hot Desk locations in Ashfield.
Working Hours	1.5 days a week to a total of 15 days (£200/day)
	As this role is not full-time, we will work with the successful candidate to set an appropriate working schedule.
	Due to the nature of our work, some working on evenings, weekends and bank holidays may be necessary.
Contract Type	This is a freelance role
Initial Application	Online via digital application form. <i>If you have any access needs that require an alternative application process, please contact jake@nonsuchstudios.co.uk</i>
Interview Process	Shortlisted candidates will be invited to an in-person interview, which will consist of short-presentation (task circulated upon invitation), interview questions (circulated in advance) and a short task.

Purpose of the post:

Nonsuch Studios is seeking to work with a Volunteer Co-ordinator to support volunteer provision across our Ashfield Creates programme in 2026-27 with a particular focus on our Summer of Creativity activity taking place July-September 2026.

Principal Duties and Responsibilities:

Please note these are designed to give you an overall view of the role and this is not a definitive list.

- Recruitment of volunteers from local communities around Ashfield including:
- Hosting of volunteer information sessions in person and online.
- Attending potential community sessions for information sharing and recruitment across the District.
- Working with Ashfield District Council to identify potential volunteer opportunities and to promote volunteer callouts.
- Putting together volunteer briefing information and holding in person and online briefing meetings.
- Co-ordinating with the Ashfield Creates team on potential events for volunteers to support at.
- Acting as a point of contact for volunteers across events in the lead up.

- Ensuring volunteers feel welcomed, supported and part of the core delivery team of Ashfield Creates.
- Working with the Ashfield Creates' Senior Producer to identify potential perks/opportunities for deeper engagement within the work being delivered.
- Manage volunteer teams on key larger scale events onsite during the event period, such as the Lumini.

We're looking for an experienced, dynamic and person-focussed Volunteer Co-ordinator who thinks creatively to connect to people with opportunities to engage with Nonsuch Studios and our work.

Our ideal candidate would definitely have...

- Experience working with volunteers is a priority, leading volunteers for events with a public-facing role.
- Experience of scheduling, logistics and people management.
- Experienced in safe-guarding and health and safety, Nonsuch Studios (the Charity that oversees Ashfield Creates) has a dedicated Safe Guarding Lead.
- Experience utilising spreadsheets, CRM systems and Google products (Google Drive, Calendar, Sheets and Docs).

You'd also be...

- Friendly, welcoming and approachable.
- A hands-on approach to working.
- Empathetic and a willingness to understand people's backgrounds and experiences.
- Fun - at Nonsuch Studios we thrive from bringing fun into our work and workplace.

Please see the next pages for how to apply.



A TEAM LIKE NO OTHER...

Joining Nonsuch Studios is becoming part of a small but mighty (and growing) team driven by creating amazing moments for audiences and communities alike. No two things we do are alike and we can't wait for you to join us and help us create something magic!

OUR STORY

In 2013 a group of graduate artists and theatre-makers came together to create a theatre company that was a little bit different, inspired by the power of creativity and desire to make amazing creative and cultural experiences, what was once called Nonsuch Theatre was born.

Since then, we've created 9 original productions which have toured the UK, worked with over 100,000 individuals through our community projects and reached over 4.5million individuals across the UK through our online work and programmes. Alongside that, we've established Nottingham's first and only independent theatre and ran two creative venues in our time.

At the heart of what we do is our mission to empower cultural freedom through unlocking creativity and celebrating life, and we aim to achieve this through our core charitable objectives: advancing the arts, encouraging and developing public participation in the arts and supporting community cohesion, well-being and capacity building through arts practice and promoting, supporting and developing opportunities for communities to be inspired and empowered to produce, shape and deliver community activities and enterprises.

Put simply, we work with a person-centred approach to utilise theatre and the wider arts to improve the lives of audiences, communities and individuals. Our work is shaped by a shared belief that Creativity is Power and with that power, we deliver our core programmes of work.

WHAT WE WORK ON

There's always something different happening across our varied projects and programmes, but here's a taste of what we're working on at the moment:

- **Three Sisters [Go To Moscow]** – our latest production brings a 125 year-old classic back to life in a very loud and physical way!
- **Stage the City** – telling the stories of Nottingham's communities in large-scale, outdoor performance celebrations.
- **Ashfield Creates** – a £1million programme bringing game-changing new arts and cultural experiences to the people and communities of Ashfield, Nottinghamshire.
- **TAKEOVER** – the East Midlands' largest youth-led festival delivered in partnership with First Art & Captivate, Nottinghamshire's Cultural Education Partnership.

What are the perks?

Whilst we're no Silicon-Valley Tech hub, we do try to make life at work as fun and rewarding as possible. So here's a little run down of some of the good reasons to join and stay a part of Team Nonsuch.

- Working in the incredible Broadway Cinema. That's right, we're based at Nottingham's oldest independent cinema, and that comes with some perks including discounts on food and drink during working hours, all the latest cinema gossip and more.
- Have a birthday? We hope you do, which is why Nonsuch Studios team members get their birthday as paid leave because it's important to celebrate you!
- Employee of the month is SO passe, but in the Nonsuch Office, the one and only Pat Butcher is on hand to give our bi-monthly "Pat on the Back" to someone who's really gone the extra mile each month, voted by your team mates.
- Flexible working – working in the creative sector and with a large number of part-time team members, we understand there's SO much people cram into their days when they're not in the office and we feel everyone benefits from always being open to conversations about flexible working and occasional changes to schedules in order to ensure everyone's thriving in their field.
- Team outings – we've done bingo, pizza nights and the talk of karaoke keeps coming up. Obviously being based in a cinema means we do see the odd film...
- Beyond our values, we're a lovely bunch of creative individuals. Outside of roles team members engage in other creative activities including song-writing, fashion design, contemporary art making and a lot of crocheting.
- Access to courses through training programmes that support continued professional development. We never really stop learning.
- Size matters – we're a small team and through this we encourage stepping up, taking risks and being ambitious. We want to give our team the chance to soar all within a fun and supportive environment.

HOW TO APPLY

To help make our recruitment process as simple as possible for both you and us, here's all you need to know about applying for this role.

Application Questions

To apply for this role, you'll need to click the **APPLY NOW** link on the next page which will take you to an online form for you to fill in your answers. So you don't have to do everything online, all the questions are noted below with the character limits as well. These character counts are limits and not necessarily expectations. You may want to prepare your answers in a word document and then copy answers into the form, as the form does not save as you go.

Application Deadline

The online form will **automatically close at the deadline of 10am** so it is important to hit **Submit** before the deadline as even applications in progress won't be able to be submitted once the deadline passes. We equally will not be able to accept applications that arrive via email after the deadline has passed either.

Equality & Diversity Questions

At the end of the form there is a voluntary option to fill in some Equality and Diversity Questions. These answers are kept separately from your application and submitted separately and anonymously via a non-trackable form. We collect this data to monitor the breadth of diversity throughout our recruitment processes to help us ensure our staff represent the communities we work with and so really appreciate the submissions we receive on this.

All panellists view every application 'blind' at the shortlisting phase, which means any identifiable information is removed from your application. We will redact any identifiable information from your CV, please help us by not including pictures of yourself in your CV.

Access Support

If, for accessibility reasons, you are not able to apply via our online form, please send your responses to the questions along with a copy of your CV via email to [EMAIL ADDRESS] with **APPLICATION FOR *JOB TITLE*** in the subject line. If you would like to apply via any other format please contact us to discuss your needs so we can come to a suitable, accessible arrangement.

Should you require any access support at the interview, please let us know and we will endeavour to support an environment that you feel comfortable with.

Job Opportunity

Volunteer Co-ordinator

APPLICATION QUESTIONS

The following questions relate to how you and your experiences relate to key areas of the job description – *each area has up to 1500 characters for you to answer. Character limits are limits and not expectations.*

Why do you want to join the team at Nonsuch Studios? *up to 1000 characters*

Please give an overview and examples of relevant work that you have undertaken that would be suitable for this role, highlighting where and how you've interacted with volunteers. *Up to 1000 characters*

What key skills and experiences do you wish to develop in this role if you are successful?
up to 1000 characters

IMPORTANT APPLICATION DATES & TIME

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[CLICK HERE TO APPLY](#)