



Volunteers for Asia House Bagri Foundation Literature Festival 2014: ‘Changing Asian Values’

We are currently looking for volunteers to assist in set up and on site logistics of the Festival events.

This is an exciting opportunity to work with a leading international organisation and meet world-renowned authors and journalists talking about their latest literary works and sharing their views on the developments of changing values in Asia as a result of accelerated economic growth and globalisation in the Region. As a volunteer, you will gain invaluable skills and experience in events and logistics management, while contributing to making this well established Festival a continuing success.

This year’s eighth annual Asia House Bagri Foundation Literature Festival is the only Festival in the UK dedicated to celebrating the writing about Asia and Asians, all the way from the Eastern Mediterranean to the Pacific. It features some of the most exciting writers in the genre at talks, discussions, family workshops and cookery events. This year the Festival will be running from 6-21 May at Asia House, in Marylebone, central London.

The role will include:

- Set up of Festival event rooms, reception and green room
- Meeting and greeting guests
- Ticket taking/Checking of guest-list and entry logistics
- Guest traffic control, directions and ushering
- Roving microphone during Q+A sessions
- Recording events statistics

For this position, you will need:

- A strong interest in literature, and particularly in Asian literature
- A desire to work with the public and the ability to offer excellent customer service at all times
- Confidence and a smart presentation
- Excellent communication skills with the public, other volunteers and authors

In return, you will receive and benefit from:

- Travel expenses
- Free entry to 2014 Literature Festival events
- Meet like-minded people
- Gain valuable experience and insight into festival and events management
- Increase your customer-facing skills

You will report to the Festival Co-ordinator and be required to volunteer for evening and Saturday events.

This is a volunteering position running from May 6 until May 21.

Please send a copy of your CV with a one page covering letter to: recruitment@asiahouse.co.uk

Closing date: April 28th, 2014