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| **Embroiderer Role Profile** |  |

**Purpose of Role:** A voluntary role conserving and repairing Rochester Cathedral's Ecclesiastical vestments and textiles.

**Key Tasks:**

* Providing a high standard of Ecclesiastical Embroidery and Needlework
* Restoring existing Ecclesiastical vestments and textiles
* Designing and making new Ecclesiastical textile pieces

**Person Specification**

**Attributes:**

* **Competent in Embroidery and Needlework**
* Good communication skills
* Positive and enthusiastic
* Enjoys engaging with visitors
* Enjoys being part of a small team

**Time Commitment:** Thursday 10 am to 3pm

**Training:**

* Undertake mandatory Safeguarding - Basic Awareness Training
* Follow the Cathedral Health and Safefty Guidelines

**General duties of all Volunteers:**

* Complying with, supporting and actively promoting Cathedral policies and practices at all times
* Attending such training and development opportunities as deemed necessary by Chapter to effectively fulfil the role and volunteer in compliance with Rochester Cathedral’s Health and Safety Policy at all times
* Complying with the Safeguarding guidelines and policy
* Read the Health and Safety Guidelines and sign the Health & Safety Document
* Being prepared to propose ideas for improvement and be prepared to receive performance related feedback
* Wearing lanyard with an identity badge and a Cathedral Safeguarding card
* Dressing appropriately

**Key internal contacts:**

Volunteer Manager: Sandy Struben Head Verger: Colin Tolhurst

**Prepared by:** Sandy Struben, Volunteer Manager, Colin Tohurst , Head Verger

and Susan Burlace, Head Embroiderer

**Authorised by:** Gordon Giles, Canon Chancellor (on behalf of Chapter)