

Good evening, everyone. Let me start by welcoming you all to this talk and thanking you for taking the time to consider joining ACE voluntary organisation. ACE offers support to people and _____ in the local area and we're now looking for more volunteers to help us do this.

By the way, I hope you're all comfortable – we have brought in extra _____ so that no one has to stand, but it does mean that the people at the back of the room may be a bit _____. **Q11** We'll only be here for about half an hour so, hopefully, that's OK.

One of the first questions we're often asked is how old you need to be to volunteer. Well, you can be as young as _____ or you can be _____ or over; it all depends on what type of voluntary work you want to do. Other considerations, such as _____, are crucial in voluntary work and age isn't related to these, in our experience. **Q12**

Another question we get asked relates to _____. Well, there's plenty of that and it's all face-to-face. What's more, training doesn't _____ when you start working for us – it takes place _____, during and after periods of work. Often, it's run by other experienced volunteers as managers tend to prefer to get on with other things. **Q13**

Now, I would ask you to consider a couple of important issues before you decide to _____ for voluntary work. We don't worry about why you want to be a volunteer- people have many different _____ that range from getting work experience to just doing something they've always wanted to do. But it is critical that you have enough _____ in the day for whatever role we agree is suitable for you- if being a volunteer becomes stressful then it's best not to do it at all. You may think that your _____ is important, but we don't ask about that. It's up to you to decide if you can work without earning money. What we value is _____. Some of our most loyal volunteers earn very little themselves but still give their full _____ to the work they do with us. **Q14/15**

OK, so let's take a look at some of the work areas that we need volunteers for and the sort of things that would help you in those.

You may wish simply to help us raise money. If you have the creativity to come up with an imaginative or novel way of _____, we'd be delighted, as standing in the local streets or shops with a collection box can be rather _____. **Q16**

One outdoor activity that we need volunteers for is litter _____ and for this it's useful if you can walk for long periods, sometimes _____. Some of our regular collectors are quite elderly, but very active and keen to protect the _____. **Q17**

If you enjoy working with children, we have three vacancies for what are called 'playmates'. These volunteers help children _____ about staying healthy through a range of out-of-school activities. You don't need to have children yourself, but it's good if you know something about _____ and can give clear instructions. **Q18**

If that doesn't appeal to you, maybe you would be interested in helping out at our story club for _____ children, especially if you have done some acting. We put on three _____ a year based on books they have read and we're always looking for _____ with the theatrical side of this. **Q19**

The last area I'll mention today is first aid. Volunteers who join this group can end up teaching others in _____ groups who may be at risk of injury. Initially, though, your priority will be to _____ in a lot of information and not forget any important steps or _____. **Q20**

Right, so does anyone have any questions ...

Questions 11-13

Choose the correct letter, **A**, **B** or **C**.

Becoming a volunteer for ACE

11 Why does the speaker apologise about the seats?

- A** They are too small.
- B** There are not enough of them.
- C** Some of them are very close together.

12 What does the speaker say about the age of volunteers?

- A** The age of volunteers is less important than other factors.
- B** Young volunteers are less reliable than older ones.
- C** Most volunteers are about 60 years old.

13 What does the speaker say about training?

- A** It is continuous.
- B** It is conducted by a manager.
- C** It takes place online.

Questions 14 and 15

Choose **TWO** letters, **A-E**.

Which **TWO** issues does the speaker ask the audience to consider before they apply to be volunteers?

- A** their financial situation
- B** their level of commitment
- C** their work experience
- B** their ambition
- E** their availability

Questions 16-20

What does the speaker suggest would be helpful for each of the following areas of voluntary work?

Choose **FIVE** answers from the box and write the correct letter, **A-G**, next to Questions 16-20.

Helpful things volunteers might offer

- A** experience on stage
- B** original, new ideas
- C** parenting skills
- D** an understanding of food and diet
- E** retail experience
- F** a good memory

G a good level of fitness

Area of voluntary work

16 Fundraising

17 Litter collection

18 'Playmates'

19 Story club

20 First aid