



Volunteer Events Director

Our Mission:

Strutts Community Centre is more than just a building – it's a vibrant hub where people connect, learn, and thrive.

Housed in a beautiful historic former school, The charity's mission is to preserve this heritage site as a safe, welcoming and accessible community hub for local people, groups and events.

We are run entirely by volunteers who share a passion for community, heritage, and making a difference.

How it works:

Strutts Centre Limited is the trading arm of the Strutts project and supports the ***Guardians of Strutts***, the registered charity that owns and protects the historic Strutts Community Centre building in Belper. Every penny made by the company is reinvested into the centre.

While the ***Guardians of Strutts*** focus on heritage preservation and charitable objectives, ***Strutts Centre Limited*** runs the day-to-day business operations: managing room hires, events, and services that generate income to maintain and improve the building. Together, we are working hard to ensure that this much-loved community asset remains financially sustainable, well-maintained, and full of life.

The Impact You'll Make

As our **Volunteer Events Director**, you'll be the driving force behind our hospitality offer—helping us deliver memorable experiences for visitors, event organisers, and the local community. Your leadership will ensure our events, bar and catering services are professional, profitable, and a joy to experience.

What You'll Do

- Lead the planning, delivery, and continuous improvement of community events at the Strutts Centre.
- Lead the planning, delivery, and continuous improvement of all bar and catering operations at the Strutts Centre.

- Recruit, train, mentor, and support a team of bar and catering volunteers, ensuring they feel confident, valued, and motivated.
- Create clear volunteer rotas and role descriptions to ensure smooth service at all events.
- Develop menus and drinks offerings that balance quality, variety, and profitability—whether for a small community coffee morning or a large-scale public event.
- Ensure compliance with all relevant licensing, food hygiene, and health & safety regulations.
- Manage pricing and oversee stock control to minimise waste and maximise value.
- Work closely with event organisers to tailor catering and bar services to their needs.
- Collaborate with fellow directors to align hospitality services with the centre's overall strategy and goals.
- Report on performance to Strutts Centre Limited and to The Guardians of Strutts.

What You'll Bring

- Experience in hospitality, catering, or bar management—paid or voluntary.
- A passion for community service and a belief in the power of shared spaces.
- Ability and commitment to lead, train, and inspire volunteers from a range of backgrounds.
- Strong organisational skills and the ability to juggle multiple events and priorities.
- Knowledge of licensing laws, food hygiene standards, and safe working practices. (Or willingness to train.)
- Excellent people skills—able to motivate volunteers and build positive relationships with customers, suppliers, and fellow directors.
- A creative, solutions-focused mindset and a willingness to roll up your sleeves when needed.

Why You'll Love It Here

- Be part of preserving a unique piece of Belper's heritage.
- Work alongside a friendly, dedicated team of directors, trustees and volunteers who share your commitment.
- Make a tangible difference to the lives of local people.
- Flexible hours to fit around your other commitments.

- The satisfaction of knowing your skills are helping a community asset thrive.

*We welcome applications from people of all backgrounds and experiences.
Diversity strengthens our team and our community.*

Join Us

If you're ready to help us to make a lasting difference, please send a letter of application telling us about your skills and experience, to the Guardians of Strutts at: trustees@gos.strutts.org.uk