



### Africa Writes 2018 – Call out for Volunteers

Job Title	Africa Writes 2018 Volunteer
Working hours	29 June – 1 July plus flyering and volunteer meetings (refer to ‘Your Availability’)
Location	The British Library, 96 Euston Road, London NW1 2DB Rich Mix, 35 - 47 Bethnal Green Road, London E1 6LA
Reporting to	Marcelle Akita
Salary	Voluntary role, expenses paid for travel within London
Deadline	16 April 2018

**The Royal African Society is looking for volunteers with a passion for all things Africa to help run *Africa Writes*, which returns for its seventh year running!**

#### **About Us**

[\*Africa Writes\*](#) is an annual festival organised by the Royal African Society, which aims to promote contemporary African writing and writers as well as to explore Africa’s long literary past and its future. Every year *Africa Writes* showcases established and emerging literary talent from Africa and the Diaspora.

**Africa Writes 2018** is taking place on Friday 29 June - Sunday 1 July at the British Library and Rich Mix. An exciting summer weekend of contemporary African literature and thought. With a vibrant programme of book launches, panels, storytelling, poetry & workshops, the festival showcases the best new writing from the continent and the Diaspora. Plus family activities, a vibrant book fair and arts market.

[The Royal African Society](#) is a membership organisation that provides opportunities for people to connect, celebrate and engage critically with a wide range of topics and ideas about Africa today. We amplify African voices and interests across the fields of academia, business, politics, the arts and education. Through our events, publications and digital channels we share insight, instigate debate and facilitate mutual understanding between the UK, Africa and the rest of the world reaching a community of more than one million people globally.

#### **Volunteering for Africa Writes 2018**

As an Africa Writes 2018 volunteer you will be required to take on the following tasks and responsibilities:

- Pre-festival publicity; flyering in locations around London in May and June.
- Meeting and greeting Festival guests and attendees
- Point of contact for Festival queries from the public
- Event registration and ushering
- Distributing and collecting monitoring & evaluation forms
- Arrangement of Festival brochures and merchandise on the *Africa Writes* info stand
- Management of speakers’ refreshments
- Encourage sales of *Africa Writes* merchandise
- Mic running during Q&A sessions
- Live tweeting and updating social media
- Any other duties as required

#### **Your Availability**

You will be required to commit to a **minimum of 2 shifts** throughout the festival period, from 29 June to 1 July, and requested to attend two meetings prior to the festival and additional shifts to assist with flyering throughout May and June. Shifts will be approximately 6-8 hours in length during the weekend of the festival.

This position is open to applicants who will be in London during the festival. Expenses will be paid for travel to and from the festival within the city. If you will not be in the U.K. during the period of the festival, your application will not be considered.

**If you would like to volunteer please send a covering letter and CV to Marcelle Akita on [ma130@soas.ac.uk](mailto:ma130@soas.ac.uk) by 16 April 2018. If you have any questions please don’t hesitate to get in touch at the above email address or contact the office on 0203 073 8337.**