



Cancer Research UK Relay For Life Entertainment Chair Role Profile

Why we need you

Cancer Research UK is looking for an individual to join their local Relay for Life Committee to plan and co-ordinate the programme of entertainment at the Relay.

The event is focused on a relay where team members take turns completing an activity, whether that be walking laps of a track, through a park or some other challenge, to show that step by step, we're beating cancer. Every Relay For Life includes games and music from local performers, and a Candle of Hope ceremony to give us a moment to reflect and honour everyone affected by cancer.

As the Entertainment Chair, you will add value and fun to your Relay by putting together a programme of entertainment for your participating teams, survivors and visitors. This will enhance their enjoyment of Relay and bring participants together, creating a united, community feel within the event. You will decide on the schedule of activities, secure any necessary prizes and co-ordinate the programme on the day.

What will I be doing?

- Putting together a programme of entertainment for visitors and participating teams.
- Securing music/PA provision.
- Making sure the programme considers the local community (e.g. noise levels)
- Securing prizes and incentives.
- Liaising with the Logistics Chair to ensure the entertainment is suitable for the venue and considering any special arrangements that need to be made.
- Recruiting teams. (This is everyone's job on the committee)
- Recruiting a sub-committee to help you deliver the above.

What skills do I need?

- You need to be creative and be aware of social trends.
- You need good communication skills to sell Relay and encourage free local entertainment from your community.
- You need excellent organisational skills to ensure smooth programme of events is planned and executed with contingency plans in place.

- Ability to work with others – committee Chairs, team captains, participants and visitors.
- You should be IT literate and ideally have access to a computer.
- Have an awareness of Insurance and Health and Safety issues with regard to the entertainment you will be providing.

How much time do I need to commit?

You will need to start planning and organising entertainment about 6 months prior to the Relay. You will also need to attend all Relay For Life committee meetings (these will probably be monthly and then weekly as the Relay gets closer) to integrate the entertainment schedule with the rest of the Relay programme and contribute to the overall planning of the event. You may also need to meet individually with other key Chairs such as Logistics, Survivorship and Candle of Hope.

What support will I be given?

You can rely on the help and support of your fellow committee, and you will also have the dedicated support of your staff contact at Cancer Research UK (via your Chair), should you have any queries or difficulties.

What benefits can I expect?

Relay For Life is an emotionally, uplifting and rewarding event. As well as being part of the Relay, you'll have the satisfaction of knowing that you have played an important role in keeping everyone at Relay entertained. You'll have ensured that all participants have a wonderful experience as well as raising money to beat cancer sooner and remembering and celebrating those affected by cancer.

Where will I be based?

Most of the planning work will be completed at home, however it will be necessary to go out into the community and find suitable entertainment as well as attend team captain and committee meetings to encourage participation and inform every one of developments.

Every Relay, every team, every Survivor and every pound raised is helping bring about a world where everybody lives longer, better lives free from the fear of cancer.