**Welcome Week 2024 Event Plan**

**Event title:** More than A Degree: Intro to Volunteering and Clubs & Societies

**Location:** Room 201

**Capacity:** Until all seats filled

**Date:** Tuesday 16th September 2025

**Time:** 11:00-12:00

**Description (short):** Lecture style event to introduce new students to volunteering opportunities through the SRC.

**Setup:** Lecture style, ensure technical equipment is set up and working correctly.

**During the event:** Follow instructions of SRC staff and sabbs.

**Take down:** Leave setup for event immediately following.

**Queue management:** Where there are queues building up, please make sure people are not blocking exits and entrances, and that they are not queueing in dangerous places (for example, across a road). Politely direct them to move from these spaces and try to maintain an orderly line.