

Love Kempston Light Walk: Event Stewards

Role: Event Steward

Location: Kempston Riverside Path, approx MK42 7FB to MK42 8RX

Date: 15th March 2025

Hours: 4-hour shift + 1-hour briefing session (week of the event)

Rate: £12.21 per hour

Briefing: 1-hour session (in-person at The Mill or online via Zoom, TBC)

About the Role:

Bedford Creative Arts is seeking **13 enthusiastic and reliable Event Stewards** to support our upcoming Love Kempston Light Walk on **Saturday 15th March 2025**. The stewards will play a key role in ensuring the smooth running of the event, assisting with crowd management, providing information to attendees, and supporting the event team as needed.

This is a freelance contract and not an employment opportunity. Stewards are responsible for their own tax and National Insurance obligations.

About the Event:

Love Kempston Light Walk is a family-friendly community event featuring an illuminated light walk along the Kempston Riverside Path. As dusk falls, visitors will follow a 40-minute route between Kempston Mill and Sanders Close, discovering artist-designed installations, live acoustic music, and local wildlife along the way. There will be refreshment vendors, lantern-making activities, and opportunities for the public to engage with the river through art. The event is part of Bedford Creative Arts' **River/ Flow/ Connect** programme, which encourages local communities to reconnect with their riverside environment.

Key Responsibilities:

- Assisting with event setup and pack-down as required
- Providing information and directions to attendees
- Ensuring the safety and well-being of guests
- Supporting accessibility needs where necessary
- Acting as a point of contact for any queries or concerns
- Reporting any incidents or issues to the event management team

Requirements:

- Must be **18 or over**
- Excellent communication and customer service skills
- Ability to work as part of a team in a fast-paced environment

- A proactive and friendly attitude
- Available for the full 4-hour event shift on **15th March** and the **1-hour briefing session** (week of the event, date TBC)

How to Apply:

To apply, please send the following to office@bedfordcreativearts.org.uk:

- Your **CV**
- A **cover letter** explaining your suitability for the role
- A completed **Equal Opportunities form** (available to download from the BCA website)

Application Deadline: 10am 1st March 2025

We encourage applications from individuals of all backgrounds and are committed to fostering an inclusive and diverse working environment. If you have any access requirements for the application process, please let us know.