

## St Helena Hospice Volunteers

**VOLUNTEER ROLE DESCRIPTION**

<b>Role Title</b>	Volunteer – Fundraising Support
<b>Department/Shop</b>	Fundraising
<b>Location</b>	Various – across your local community
<b>Reporting To</b>	Fundraising Team

All volunteers must be sympathetic to and be able to project the philosophy, vision and values of St Helena Hospice.

**ROLE SUMMARY**

St Helena is looking for enthusiastic volunteers to be part of their fundraising team, supporting events and initiatives in their local areas to help raise awareness and much needed funds. The role is flexible and we will fit around your availability. Ideally we'd love you to commit to at least one event per month.

**BENEFITS OF BEING A ST HELENA VOLUNTEER**

- The opportunity to develop new and existing skills and gain experience in the workplace
- The opportunity to make new friends in your local community
- The satisfaction of knowing you are making a difference to people facing incurable illness or bereavement
- Full support of a specified line manager within a dedicated team
- Volunteering has been proven to help improve mental health and is therapeutic by keeping you active
- Regular news and updates
- Gives you a sense of purpose – the feel good factor!

**ACTIVITIES FOR THIS ROLE MAY INCLUDE ANY OF THE FOLLOWING:**

- Attend St Helena events to help with marshalling, registration, refreshments or selling merchandise
- Attend external third party events to represent St Helena
- Attend external events and venues to engage with the public to encourage participants to sign up to events and challenges
- Participate in bucket collections and other fundraising opportunities in the local community as requested
- Be able to set up and man a stand at events and promotional opportunities in the local community including supermarkets, markets, town centres, fayres, Christmas light switch-ons and similar events
- Promote the charity and inspire people to support St Helena

**OTHER DUTIES AS A ST HELENA VOLUNTEER:**

- Undertake training as necessary
- Adhere to St Helena policies and procedures at all times
- Represent The Hospice in a professional manner
- Ensure all information is kept confidential and secure at all times

### **TRAINING & SUPERVISION**

- You will receive full training on all aspects of this role
- Online health and safety training is mandatory (annually)

### **KEY SKILLS AND ATTRIBUTES**

- Passionate about St Helena
- Great communication skills
- Comfortable handling cash
- Reliable and trustworthy
- Be comfortable approaching and engaging with members of the public
- Team player with a friendly outlook