

## 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

#### **Volunteering at St Helena**

**We ask that all volunteers are sympathetic to and be able to project the philosophy, vision and values of St Helena.**

#### **The benefits of being a St Helena volunteer include:**

- The opportunity to develop new and existing skills and gain experience in the workplace
- The opportunity to make new friends with your peers and local communities
- 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 and physical health and wellbeing and is therapeutic by keeping you active
- Regular news and updates about what's happening at St Helena so you feel part of the team
- Gives you a sense of purpose – the feel good factor!

#### **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. We have events throughout the year and would invite you to support across all areas of fundraising.

#### **Main duties of 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 oversee 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
- 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 any training required for this role

**Experience & qualifications required**

- No previous experience is required for this role, just a willingness to support St Helena

**Personal attributes**

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

Please return completed role description along with a **Volunteer Recruitment Request Form** to Volunteer Services at [volunteer@sthelena.org.uk](mailto:volunteer@sthelena.org.uk)