

## Volunteer Role Profile

**Volunteer Role Type:** Fundraising Ambassador Volunteer

**Reports to:** Community Fundraiser

**Volunteering Hours:** To be arranged

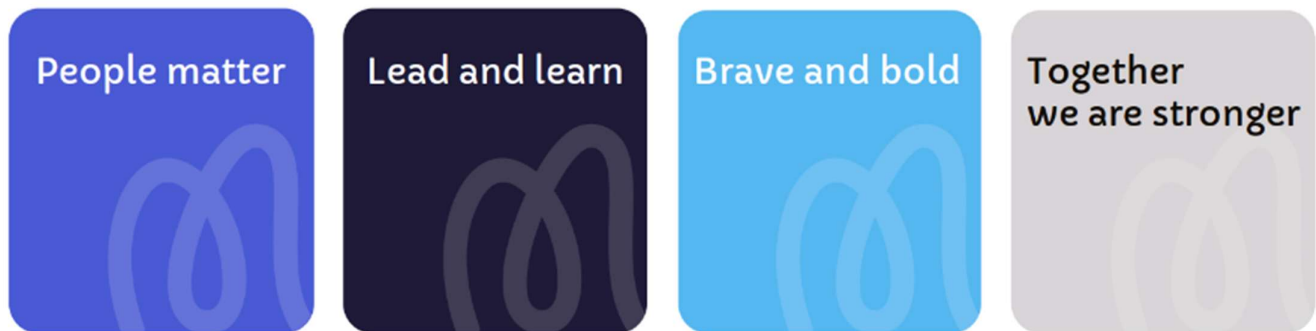
Our registered volunteers need to be over 18. Under 18's volunteer in the community and at events but need to be with a parent/guardian

**Department and Location of Volunteering:** Across Manchester

**Purpose of Volunteering Role:** Sourcing and delivering talks about Moya Cole Hospice in the local community:-

The main purpose of this role is to represent the hospice and help us spread the word about Moya Cole hospice. You will utilise your communication skills and passion for Moya Cole Hospice to share stories and raise awareness about the work we do by sourcing and giving talks in your local community.

### The Volunteering Role will model our core values



### Tasks and Activities to be Undertaken

- Researching opportunities to deliver talks to local groups and organisations in the local community
- Making contact with various groups and organisations offering to deliver talks
- Deliver engaging and inspiring talks and presentations about the work of Moya Cole Hospice.
- Keep your Community Fundraiser up to date of your activities including any contacts made and talks you have secured.
- Attend local events on behalf of Moya Cole Hospice

### Qualifications/Skills/Experience

- Motivated to help make a difference
- Have a good local knowledge
- Are friendly and confident
- Are organised and reliable
- Have excellent communication and public speaking skills
- Ability to use a computer and internet, and access to their own laptop/tablet is an advantage
- Are proactive and willing to contact groups and organisations
- Ability to communicate in a confident manner to a range of different groups
- Can be flexible with weekend and evening hours
- Can demonstrate public speaking experience

### Training and Support Provided

- Full induction and ongoing training
- Access to our Fundraising Ambassador tool kit
- The latest Moya Cole Hospice news and information to ensure you are current and up to date
- Ongoing support and supervision in your role
- Experience of working in the charity sector
- The opportunity to learn new skills
- Reimbursement of out of office expenses incurred while carrying out activities for Moya Cole Hospice, eg travel, lunch (in line with the hospices reimbursement of expenses policy)
- Volunteer get-togethers
- Online mandatory training will need to be completed asap after commencing

### Safeguarding

Any post holder within the organisation will be expected to undertake safeguarding training appropriate to their role and adhere to safeguarding policies and procedures. All staff must work in accordance with their statutory roles and responsibilities in relation to safeguarding in accordance with the Working Together to Safeguarding Children 2023, The Care Act 2014, and Prevent Duty 2015.