

Role Profile

Job title:	Fundraising Events Volunteer
Department:	Fundraising
Reporting to:	Fundraising Team

Role summary

Our Fundraising Event Volunteers are a key part of #TeamHospice, supporting hospice-led fundraising events and representing us at third-party events such as the Barnsley 10k. In this role, you will be helping to raise vital income for Barnsley Hospice by getting involved with the set-up of events and supporting on the day. You will be supported by our dedicated Fundraising Team and fellow events volunteers, so you can have fun whilst making a difference.

The hours of this role are dependent on the events taking place, but offers great flexibility for those looking for a role to fit in around their schedules.

Organisation summary

Barnsley Hospice is a charity that provides specialist palliative and end of life care to hundreds of local people and those close to them each year. Our main priority is to achieve the best possible quality of life for people living with a life-limiting illness, whilst supporting those close to them during the period of illness and bereavement. As a specialist care provider, the range of skills we offer include, pain and symptom management, emotional support and end of life care. The hospice currently employs about 100 people and has a team of volunteers, based both at the hospice and within our retail hub.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Barnsley Hospice

Key duties & responsibilities

No two days are the same as a #TeamHospice Volunteer, here are some examples of what we may expect of you as a Fundraising Events Volunteer:

- Help set up and pack away at hospice events.
- Assist with bucket collections, fundraising stalls at supermarkets and selling raffle tickets.
- Serve refreshments.
- Register event participants.
- Act as event marshals and car park stewards.
- Run/tend to hospice stalls at events.
- Cheer on supporters and help to create a great atmosphere.
- Support with event preparations as required.
- Help with the promotion of events – distributing posters/leaflets in the local area.

Other Responsibilities:

- To undertake any other duties, commensurate with the role as required by the Hospice management.
- To act as an ambassador of the Hospice, maintaining honesty, integrity and trustworthiness at all times.
- Comply with the Barnsley Hospice Code of Conduct.
- The post holder will be expected to maintain strict confidentiality at all times.
- The post holder will ensure that they are aware of and apply health and safety and fire precautions.
- The postholder will ensure that safeguarding procedures and relevant good practice guidelines are followed at all times.
- The post holder will be flexible in terms of working hours in order to meet service needs.

Training/General Information:

- DBS Check is required for this role.
- References are required for this role.
- The following training will be provided by Barnsley Hospice:
 - Roles and Responsibilities of a Volunteer
 - Data Security Awareness for Volunteers

- Fire Safety for Volunteers
- Health, Safety and Infection Prevention and Control for Volunteers
- Equality, Diversity and Human Rights for Volunteers
- Safeguarding Adults for Volunteers
- Safeguarding Children for Volunteers
- Preventing Radicalisation (Basic Awareness) for Volunteers

Person Specification

Job title:	Fundraising Events Volunteer	
Department:	Fundraising	
Reporting to:	Fundraising Team	
Knowledge, Skills and Experience	Essential	<ul style="list-style-type: none"> • Able to work flexibly and effectively to support colleagues. • Able to use initiative. • Able to work alone and part of a team.
	Desirable	<ul style="list-style-type: none"> • Events experience • Able to assist with setting up and packing away equipment.
Personal qualities	Essential	<ul style="list-style-type: none"> • Approachable manner. • Fun, friendly and personable. • Reliable. • Quick and eager to learn. • Compassion and empathy. • Motivated and enthusiastic.
	Desirable	

Disclaimer

Volunteering is a mutually beneficial arrangement, but it is not intended to give rise to contractual obligations on the part of either the Hospice or the volunteer.