

# St Elizabeth Hospice

## The Big Hoot Trailmaker Champion

### Volunteer Role Description



**Role:** The Big Hoot Trailmaker Champion

**Location:** Various in Ipswich

**Staff Member Link:** Fundraising Team

#### **Purpose of Role and Service**

As our Big Hoot Trailmaker Champion, you will be part of our team assisting us at events, helping to recruit other volunteers, leading up to and during the Big Hoot trail in Summer 2022.

This volunteer role will be a vital part of the organisation and leading, training and supporting of our Big Hoot Trailmaker volunteer team. You will act as an ambassador for St Elizabeth Hospice and The Big Hoot trail and help us to raise awareness about the work of St Elizabeth Hospice and the Big Hoot and Little Hoot trail.

#### **Key Activities**

- To help us to lead, encourage and support the Big Hoot trailmaker volunteer team
- To plan the volunteer rota and cover for events and during the art trail
- To support the staff team with attending events, businesses, groups as necessary to talk about the Big Hoot Trail and recruiting others
- To engage with the public and answer any questions on the artwork and location of the sculptures during the Big Hoot Trail
- To distribute trail maps as needed during your shift

#### **Organisational Responsibilities**

- To work within the policies of the hospice and act within Care Standards at all times
- To uphold the hospice and individual team values at all times
- To ensure effective use of resources
- To participate in the hospice education programme and attend training courses as required
- To respect at all times the confidentiality of information covering patients, staff and volunteers
- To play an active part in the development and maintenance of good relationships with all who have business with the hospice
- To promote the hospice Philosophy of Care towards patients, relatives and visitors
- Generally to contribute towards ensuring a safe environment for all persons on the premises
- Because of the special nature of the hospice and its work you may on occasion be asked to undertake other duties to help maintain our high standard of care

*Volunteers are required to respond positively to all reasonable instructions given by Link Members or other members of hospice staff. While volunteer suggestions and opinions are always welcomed, the responsibility for operational and strategic decisions lies with the hospice management.*

Date of review by Staff Member Link: CJ 14.05.2021

**Personal Qualities**

Attributes	Essential/Desirable	Qualification and training to be provided
<b>Skills and Abilities</b>	E - A good level of fitness (a lot of walking is required over the shift period) E - Ability to communicate at all levels D – driving licence and use of car	
<b>Knowledge and Experience</b>	E - Knowledge of St Elizabeth Hospice D - Knowledge of Ipswich town centre and the Waterfront E – Knowledge of using word, excel and mobile phone	
<b>Attitudes and Values</b>	E - Approachable, friendly, organised	
<b>Qualifications and Training</b>		eLfh Modules - Roles and Responsibilities of a Volunteer, Communications for Volunteers, Health, Safety and Infection Prevention and Control for Volunteers, Data Security Awareness for Volunteers, Conflict Resolution for Volunteers, Fire Safety for Volunteers, Equality, Diversity and Human Rights for Volunteers, Moving and Assisting for Volunteers, Safeguarding Adults for Volunteers.  Ihasco modules – Lone Working OUT OF the work place

**DBS -  
NO DBS NEEDED**