

Role: Events Helper

Location: Various events in the Ipswich or Gt Yarmouth & Waveney areas

Staff Member Link: Income Generation Team – Fundraising Assistant

Volunteers are asked to follow the hospice aims and values

- One Team, One Community
- Learning Never ends
- Compassion Takes Courage
- Every Moment Matters



Role summary

To work with the Fundraising Team by attending and supporting events

What you will be doing:

Key activities include but are not limited to the following:

- To attend local Fundraising events, promoting awareness of St Elizabeth Hospice
- To raise funds on behalf of the Hospice via the promotion of fundraising initiatives
- To fulfil various duties at events such as marshalling, car park attendance, registration of participants, etc.
- To assist with the set up and pack down of equipment if able
- To promote awareness of the hospice
- To promote future fundraising events
- To be aware of Health & Safety and risk assessments when using equipment
- To help ensure participants follow Health & Safety requirements
- Events are mainly on weekends and some are evenings. There may be an age limit for some events.

What we ask of our volunteers:

- 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 be friendly and approachable and work as part of a team
- To be committed and reliable
- Some roles require a DBS check

The benefits to you:

- Experience working with a forward-thinking charity
- A sense of satisfaction and pride for helping to make a valuable difference
- Giving back to society and supporting local people
- Assist in developing skills and knowledge
- Meet new people
- Basic training will be provided and any additional role specific as necessary.

Your skills and attributes:

- You will have good communication and people skills.
- You will be supportive of the Hospice values and the work that we do.
- Good teamworking, organisational skills and a flexibility to adapt
- Ability to follow instruction and briefing information
- Ability to use initiative and be proactive