

st elizabeth hospice

Volunteer role:	Digital Promoter Volunteer
Location:	Home based
Staff member link:	Marketing and Communications Manager

Role summary:

To provide support to the team in aspects of sharing marketing and communications posts from home. To help us to raise awareness of the hospice's services which in turn help to raise vital funds within the local community to support our work. This role will assist us reach new people in localised communities.

What you will be doing:

Key activities include but are not limited to the following:

- Follow St Elizabeth Hospice across our social media pages & share these with your network on Facebook, Instagram & LinkedIn
- Request posters/flyers from our volunteering team & promote hospice services, volunteer vacancies and events in your local community
- Spread the word – encourage friends & family to learn about the hospice and our events to support our services
- To help engage with all our audiences by contributing positively towards the aims and objectives of the hospice
- Not post or like/agree with any comments to social networking sites that disparage or are perceived to have a negative impact on the reputation of the hospice or its employees and volunteers.
- Adhering to the policy & guidelines set out in our Social Media Policy and Procedure document.

What we ask of our volunteers:

- To uphold our hospice values:
 - One team, one community
 - Learning never ends
 - Compassion takes courage
 - Every moment matters
- Take part in training so you feel confident and supported in your role
- Respect confidentiality for patients, staff and fellow volunteers at all times
- Be friendly and team focused so everyone feels welcome and supported
- Stay committed and reliable to help the team run smoothly
- DBS checks for some roles to ensure safety and suitability

The benefits to you:

- Be part of a forward-thinking charity and make a real impact
- Feel proud of making a difference in your community
- Give back locally and support people who need it most
- Build new skills and grow your confidence.
- Meet new people and join a supportive team
- Training provided so you feel comfortable and ready for your role

Your skills and attributes:

- You will be an organised person with a keen eye for detail.
- Good communication skills & the ability to work in a professional manner.
- Skills will include knowledge of social media channels especially Instagram stories and reels.
- You will be a good team worker and have a flexible approach to working.
- Previous marketing experience would be desirable.
- Have a good local knowledge of Suffolk and or South Norfolk.