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| **Role Title** | Donation Pot Collector |
| **Department** | Volunteering and Fundraising |
| **Locations** | East Hull, West Hull, North Hull, Willerby, Anlaby, Hessle, Cottingham, Beverley, Hedon, Brough |
| **Reporting to** | Age UK HEY Office: 350 Preston Road, Hull, HU9 5HH |

**Volunteer Role Description**

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| **Reasons to volunteer with Age UK Hull and East Yorkshire:**   * Opportunities to connect with like-minded people and make new friends within the Hull and East Yorkshire community. * The rewarding feeling of making a difference to the lives of older people in your local area. * Ongoing support and guidance from a dedicated line manager and a friendly, supportive team. * Volunteering can boost your mental health and wellbeing, keeping you active and engaged. * Stay informed with regular updates on the impact of your work and the latest news from Age UK Hull and East Yorkshire. * Discover a renewed sense of purpose and experience the feel-good factor of giving back to your community. |
| **Role Summary:**  Our donation pots are a vital part of our fundraising efforts and can bring in a substantial amount of donations to help fund our services as a charity which continues to support the elderly community throughout Hull and East Yorkshire.  As a Donation Pot Collector, you’ll support our fundraising by managing donation pots in your local area. This includes collecting, delivering, and returning pots, as well as helping locate new business hosts. This flexible role is perfect for independent individuals who enjoy light travel.  **Due to the nature of this role and the requirements to visit licenced premises, we cannot accept applications from anyone aged 18 and under.** |
| **Main Duties:**   * Visiting designated locations to collect donation pots. * Transporting donation pots to our office for emptying. * Returning emptied pots to their original locations. * Recording collection details for tracking purposes (Such as date and time). * Reporting any issues, such as damaged or missing pots. * Maintaining confidentiality and following organizational policies. * Updating us about any changes that may affect your volunteering. |
| **Training & supervision:**  Full training and support will be provided in addition to an induction and Health and Safety training. You will also have a line manager who you can report to when needed. |
| **Personal Qualities and Experience:**   * Friendly and approachable demeanour * Reliable and trustworthy * Good organizational skills * Comfortable with light travel within Hull and East Yorkshire. Access to own vehicle preferred. * Ability to work independently * Passionate about Age UK * Comfortable handling and transporting money. |

**For further information about this role or to apply:**

**Email**: [volunteer@ageukhull.org.uk](mailto:volunteer@ageukhull.org.uk)

**Call**: 01482 324644

**Address**: Age UK Hull, Preston Road, Hull, HU9 5HH