



Role Outline

Job Title: Fundraising Volunteer

Department: Fundraising

Place of Work: Wirral

Hours of Work: No minimum commitment, this role would suit someone that would like to volunteer but may not be able to commit to a regular day or set hours. We are happy for someone to just help out once or twice a year at set events

Responsible to:

Purpose of Role:

Our fundraising team is made up of volunteers of all ages, what we want more than anything is enthusiasm to get involved with our events. We want our team to be fun and reliable. Fundraising is a huge income source for Age UK Wirral so will be a vital part of this.

Main Tasks and Responsibilities

- Helping out on open days at our Dementia Village
- Manning information stands
- Helping in the Dementia Garden, planting up and general tidying up
- Small painting tasks in the Dementia Village
- Taking part in bucket collections
- Setting up before an event and tidying up after.
- Selling raffle tickets
- Admin / office tasks
- Delivering collection tins
- Supporting at Charity events
- Stewarding

- Helping run stalls at events
- Running refreshment stalls
- Decorating the Dementia Village for occasions such as Christmas or Easter

Requirements

Essential
<ul style="list-style-type: none">• We like our fundraising volunteers to be outgoing, friendly, and confident, the role is often customer facing so you need to be happy engaging with the public.• We need you to be compassionate as you will be dealing with many different people, some who will have dementia and some who will be elderly, so patience and understanding is essential.• We need you to be honest, punctual and understand confidentiality.

Training Given

A training programme will be given to new volunteers before they begin. Subsequent training will be delivered at regular intervals.