

Event Helper

Role Outline

Supporting the Fundraising team in the delivery of Hospice led events. Your main duties can vary so very widely over a course of differing events but may include such tasks as; registration, event set up, car parking or marshalling, hospitality and event clear down.

The ideal person will be reliable and will be able to work as part of a team and take direction from the event organiser.

Driving is desirable but not always essential .

We have various events throughout the year varying in season, location and content. No two events are ever the same!

Due to the nature of events, particularly those held outdoors you may be asked to stand for a substantial period of time.

The position is unpaid as it is a Hospice volunteer role

If you think you would like to play a much valued part in maintaining and expanding this income stream for the Hospice then please contact Fundraising on:

Tel: 01782 344304, Email: fundraising@dmhospice.org.uk

NB: Should the informal meeting be successful for both parties we will pass your forward to go through the official Hospice Volunteer Application process.

Skills/qualifications

	Essential	Desirable	Training given
Driving		✓	
Customer Services	✓		
First Aid		✓	
Money handling			✓

Availability

- Predominately weekends
- Occasional weekdays
- Generally 4/6 hours shifts

Volunteer Area – where will I be located?

- Fundraising Department and off site at events (generally within Stoke on Trent)