

# Thames hospice

## Volunteer Role Description

**Role:** Collection Box Volunteer

**Locations:** Binfield, Bracknell, Gerrards Cross, Marlow or Uxbridge

**Hours:** Once or twice a month or as and when needed

**Volunteer Manager:** Alison Evans, Head of Community & Event Fundraising

## Purpose of role

We are looking for outgoing and proactive people, with a good knowledge of their local community, to help us raise funds and awareness of the work of Thames Hospice across East Berkshire and South Buckinghamshire.

Currently our collecting boxes raise over £12,000 annually, an important contribution to our fundraising activities. They are placed in various outlets, e.g. pubs, shops and offices. We are looking for Collection Box Volunteers to distribute & collect Collection Boxes within our catchment area. The support you provide will make a big difference to our Fundraising Team and most importantly to our patients and their families.

## Main tasks

- Placing boxes in your local community and picking them up when full
- To ensure our collecting boxes in your area are regularly collected and replaced
- To increase the number of collecting boxes we have in your area

## Where will I be based?

Home based and out in your local community.

## Transport

You will need to be able to collect the full boxes, which can be heavy, and return them to the main Hospice. You can claim travelling expenses.

## Training and Support

- Full induction on all aspects of this role
- All appropriate materials are provided
- Support available throughout the working week via the Community Fundraiser and Fundraising Team

## The Benefits

- Meeting new people in your local community
- Being part of the Thames Hospice Fundraising team
- Finding out more about the work of Thames Hospice and other volunteering opportunities
- Adding to your CV

Pine Lodge, Hatch Lane, Windsor, Berkshire SL4 3RW  
Call 01753 842121

[www.thameshospice.org.uk](http://www.thameshospice.org.uk)

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## **Knowledge, skills and abilities required**

- Good knowledge of your local community
- Good communication skills, including a polite, friendly and confident manner
- Accurate record keeping
- Flexibility
- A full driving licence
- Some of the boxes can be heavy, so you will need a degree of physical fitness
- An understanding of the work of Thames Hospice

## **Special conditions**

- Over 18
- The role is also subject to satisfactory references and a trial period

Thames Hospice is committed to being an equal opportunities organisation. It is committed to promoting equal opportunities and preventing discrimination. This policy applies to both its service delivery and to its own employment practices. You will be willing and able to demonstrate commitment to Thames Hospice Equal Opportunities Policy.

## **Our Values**

Our values are the essence of our culture and inspire our behaviour. They are:

**Compassion** – we treat everyone with kindness and compassion, providing a secure and caring environment.

**Excellence** – we are committed to delivering and demonstrating excellence in everything we do.

**Collaboration** – we recognise the best quality of care is achieved when we work as a team, leveraging the skills and experience of individuals as well as our healthcare and community partners.

**Integrity** – we always act with integrity and strive to demonstrate ethical standards of behaviour.

**Respect** – we believe in treating everyone with dignity and respect.

**Ambition** – our desire and determination to succeed in meeting the growing needs of our local community.

**Commitment** – we are committed to providing the best palliative and end of life care to all who need us now and in the future.