

# Thames hospice

## Book and Vinyl Enthusiasts – Reading Superstore

### Volunteer Role Description

**Location:** Thames Hospice Superstore - Richfield Avenue, Caversham Reading, RG1 8EQ

**Hours:** Flexible: shop opening hours Monday to Saturday, 9:00am – 5:00pm, Sunday 10:00am – 4:00pm

**Volunteer Manager:** Superstore Manager

Our Superstore is open to the public selling fashion, furniture, Homeware and electrical items. We have an upcycling studio on site, alongside a Repair shed, haberdashery department and a tailoring service. Our café is open daily. A Distribution Centre is based at the same location and operates as the Hub for our local shops. Collection and Delivery of furniture is coordinated via the Superstore Bookings line. Donated furniture arrives daily.

### Purpose of Role

To help Thames Hospice generate the income to provide services and care to patients with life limiting illness and to support their families and carers.

To assist in the processing and presentation of donated books and vinyl. To maximise income by using online book buying apps.

To support, where needed across the Superstore site.

### Main Tasks

- Sorting and pricing books / vinyl that are donated
- Using the internet to research where needed
- Identifying any rare or valuable books / vinyl and ensuring they are sold at an appropriate price, sent on to our eBay department, or processed for sending to internet book buying companies
- Keeping the books section presentable, well stocked and accessible for customers
- Talking to customers and making them feel welcome in the shop
- Maintaining a clean and safe working environment

### Training and Support

- We will provide the training you need to feel confident in the role
- The shop manager and other employees will be available give advice and assist you, as well as other experienced volunteers in the team
- You will receive mandatory Health and Safety training

### Knowledge, Skills and Abilities Required

- To be interested in the work of Thames Hospice
- To have an interest in books and vinyl
- Good communication and interpersonal skills
- The ability to get along with people and work as part of a team
- Confident and professional on the telephone and in email communications

Thames Hospice, Windsor Road, Bray, SL6 2DN  
Call 01753 842121

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

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## Call to Action

- Email [volunteers@thameshospice.org.uk](mailto:volunteers@thameshospice.org.uk) to register your interest and availability

## Thames Hospice Values

*Compassion, Ambition, Respect, Excellence*

Thames hospice is committed to being an equal opportunities organisation; to promoting equal opportunities and preventing discrimination. Thames hospice is also committed to safeguarding and promoting the welfare of all service users, volunteers and staff and expects all volunteers and staff to share this commitment.

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