

Thames hospice

Volunteer Role Description

Role: Collection Box Coordinator

Locations: In your local community within the Thames Hospice catchment

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

Volunteer Manager: Amie Carter, Community & Events Fundraising Assistant

Purpose of role

Each year, collection boxes raise thousands of pounds for the Hospice and are a steady source of income, raising over £30,000 in 2022.

Collection box volunteers check the collection boxes that are in their local area, replacing those which are full with empty ones whilst also being on the lookout for new possible sites. Collection box volunteers work closely with the Fundraising team to make sure that there are good connections between Thames Hospice and business owners, etc. who host collection boxes.

Volunteering just two hours of your time a month will help to raise the money needed to make sure more local people and their families get the care and support they need at the end of their lives.

What's more, you can volunteer at times that fit in with you in a sociable and rewarding role!

Main tasks

- To place boxes in your local community (pubs, cafes, hairdressers, post office etc.) 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

Transport

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

Training and Support

- Full induction on all aspects of this role
- All necessary materials and equipment are provided
- Support available during usual office hours via the Fundraising Team
- We will provide guidance in community prospects as required

The Benefits

- Utilise your local knowledge and connections and meet new people in your local community
- Helping to bring extra funds to the Hospice and maintain relationships with businesses in our community
- Finding out more about the work of Thames Hospice and other volunteering opportunities
- Something new and different to add to your CV

Thames Hospice, Windsor Road, Bray, SL6 2DN

Call 01753 842121

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
- Ability to collect and deliver collection boxes from and to the Hospice
- Some of the boxes can be heavy so you will need a degree of physical fitness

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.

Thames Hospice Values

Compassion, Ambition, Respect, Excellence