

Volunteer Role Profile

Role Title	Volunteer Van Driver Co-Pilot
Time commitment	<p>There is no minimum time requirement, so you do not need to commit to volunteering every day.</p> <p>We are looking for people who can spare a few hours of their time between 8am and 4pm Monday – Friday.</p>
Point of contact	Transport and Volunteer Co-ordinator
Location	Based at Capitol House in North Cheam, travelling in our Vehicles to and from our Donation Centre in Sutton, and shops based in Sutton, Wimbledon, Wimbledon Park, New Malden, Banstead, Cheam, Stonecott Hill, Carshalton, Rosehill, Raynes Park and Morden.
Why we need you?	To assist the Van Driver with the collection and delivery of donations to and from the Donation Centre, shops and the Hospice.
What will I be doing?	<ul style="list-style-type: none"> ➤ Working to a delivery schedule as directed by the Transport and Volunteer Co-ordinator ➤ Supporting the volunteer driver to Load and unload our vans.
What makes a good Volunteer Co Pilot?	<ul style="list-style-type: none"> ➤ Have an interest in the work of the Hospice and want to support your community. ➤ This is a physical role and you will need the ability to lift and carry sacks and boxes from the warehouse to and from the loading area, and to and from stores to the van's parked location. ➤ Be a team player with a FUN and flexible in approach. ➤ Be motivated, dedicated and have a willingness to learn. ➤ Ability to manage tasks. ➤ Be pleasant and professional. ➤ Good time keeping and the ability to reach deadlines is essential.
Induction and Training	<ul style="list-style-type: none"> ➤ Your induction and training will provide you with an opportunity to get to know the wider team and ensure you are familiar with the role and feel comfortable. ➤ The induction and training will lead straight into your first shift, which will give you a taster of what the role will entail.

	<ul style="list-style-type: none"> ➤ Prior to your shift you will be given a guidance document that will provide key information and our volunteer policies and procedures.
<p>What's in it for you?</p>	<ul style="list-style-type: none"> ➤ Lots of FUN & being part of a friendly team ➤ It will allow you to get involved in your local community and meet new friends. ➤ You will gain valuable experience such as: team work, communication and using your initiative. ➤ We will reimburse reasonable out of pocket travel and parking expenses ➤ Provide lunch and other refreshments ➤ Provide a unique volunteer T-shirt ➤ 25 % Discount on any purchases from our shops
<p>What to do if you are interested</p>	<p>Please complete the registration form. If you are successful the volunteer lead will contact you for an informal discussion.</p> <p>If you have any further questions, please email retailvolunteering@straphaels.org.uk</p> <p style="text-align: center;">We look forward to hearing from you!</p>