



ROLE DESCRIPTION: AMBASSADOR VOLUNTEER

ROLE TITLE: AMBASSADOR VOLUNTEER

REPORTS TO: COMMUNITY

ACCOUNTABLE TO: FUNDRAISING AND MARKETING DIRECTOR

ROLE SUMMARY

To act as an ambassador, on behalf of St Helena Hospice at fundraising events e.g. cheque presentations, provide talks about the work of the Hospice.

RESPONSIBILITIES

- To attend local group cheque presentations or talks.
- On occasions, liaise with the Fundraising team to ensure appropriate thank you letters, receipts and certificates are issued where necessary.
- To promote awareness of the Hospice.
- To promote future fundraising events.
- To promote awareness of volunteering opportunities at the Hospice.
- To undertake training as necessary.

ORGANISATIONAL RESPONSIBILITIES

- To work at all times within the policies of the Hospice.
- To ensure effective use of resources.
- To respect at all times the confidentiality of information covering patients, staff and volunteers.
- To play an active part in the development and maintenance of good relationships with all who have business with the Hospice.
- To promote the Hospice philosophy of care towards patients, relatives and visitors.