

Volunteering Role Description

Volunteer role: (title)

Volunteer responsibilities:

(What are the main tasks that the volunteer will be required to carry out?)

Time commitment: (please state the overall time commitment, along with details of days/hours to be covered, if known)

Location: (please state where the volunteer will be based)

Does this role require a DBS?

Skills required: (for example, communication, customer care, good keyboard skills etc.)

Benefits: (for the volunteer – what can they get out of this opportunity?)

Supervision: (who will the volunteer report to? Will they be responsible for any other members of staff, i.e. Team Leader role?)

Training: (will the volunteer be required to attend any training beforehand? Please provide details)

Evaluation: (how will the volunteers experience be monitored and evaluated?)

Contact: (who to contact for more information/send application to)

