

## Volunteer Fundraising Supporters

### Role Profile: AAW 3

**Working with:** Fundraising Manager

**Supported by:** Coordinator (Volunteers)

**Location of work:** Based at Rothesay Court, Longton and out and about in the Stoke-on-Trent area

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#### Purpose of the role:

To help out at a variety of fundraising events and activities and supporting fundraising in other ways.

**This is a really important role as it helps to increase the amount of money we raise to support the Gingerbread Centre's families and children.**

#### AAWsome (As and When) Volunteer role activities:

##### 1 Behind the Scenes

If you prefer to have a 'behind the scenes' role, you might like to get involved by doing some of the following:

- Selling raffle tickets to friends and colleagues
- Baking cakes and goodies for sale
- Making items for sale, such as knitting gingerbread men, Christmas items and other gifts
- Preparing packs or materials for fundraising events

This will involve liaising with the Fundraising Manager to discuss what items are needed and when.

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##### 2 Public-facing volunteering

Fundraising activities and events you could be involved in could include:

- Coming along to Gingerbread fundraising activities and helping out by:
  - Being a marshal at events and walks
  - Meeting and greeting the public at events
  - Selling raffle tickets
  - Selling cakes and crafts



- Helping with serving refreshments
- Helping on the Gingerbread Centre stall - giving out our promotional leaflets

**Required skills, knowledge and experience:**

You will need:

- To have a friendly and approachable manner
- To have good communications skills
- To be reliable and flexible

**Time commitment:**

We do have a schedule of events planned and we will contact you with dates well in advance.

**Support and training provided:**

- The Fundraising Manager will provide you with on-the-job training to cover the role and activities that are required
- You will be provided with background information on Gingerbread and you will visit the accommodation units to see how we operate
- You will have regular contact with the Fundraising manager and with the coordinator for Volunteers

**Volunteer benefits:**

- Normal travel expenses will be paid when accompanied by a receipt
- The post will provide you with on-the-job experience, covering the activities listed above

**Any other requirements / notes:**

If your role at The Gingerbread Centre could involve unsupervised contact with vulnerable people, an enhanced DBS (Disclosure Barring Service) check will be carried out.

**If you are interested in this role, please complete an AAWsome Volunteers Application Form which can be found at: [gingerbreadcentre.co.uk/volunteer-vacancies](http://gingerbreadcentre.co.uk/volunteer-vacancies) or request a paper copy of the application form by emailing [volunteering@gingerbreadcentre.co.uk](mailto:volunteering@gingerbreadcentre.co.uk) or calling 01782 344740 or 01782 973491.**