



Volunteer Recruitment Ambassador

Main Purpose of Role

To support the Regional Volunteering Advisor (RVA) in promoting the benefits of volunteering for Guide Dogs. Helping research, plan and run Volunteer Information Days throughout the local area. Research possible media outlets to encourage, develop and ultimately increase the number of new enquiries received from people who are interested in volunteering.

Location: Home based and travel within specified regions

Personal skills required:

- Customer facing experience is desirable
- Good organisational & communication skills

Responsible to

Regional Volunteering Advisor (RVA)

Main Tasks

- To identify locations to distribute Guide Dogs volunteer literature within the local area i.e. libraries, community centres, sports and leisure facilities
- To help source and plan suitable locations for Volunteer Information Days within the local area
- To promote our volunteer opportunities out in the community and with key agencies such as local Volunteer Centres
- To attend local volunteer events/fairs, either with or without the Regional Volunteering Advisor
- To research and identify to the Regional Volunteering Advisor any key media opportunities to target volunteer recruitment within the local area.
- To support the Regional Volunteering Advisor with any local Employee Volunteering/Corporate Volunteer events where possible.
- To help create a diverse range of volunteer case studies within the local area to assist in promoting local volunteer recruitment

What we ask of You

- To observe the policies, procedures and rules of Guide Dogs
- To work as part of a team with other volunteers and staff, and to make new people welcome
- To undertake your role to the highest standards and quality of service

Our Responsibility to You

- To observe the policies, procedures and rules of Guide Dogs
- To work as a team with volunteers and staff, and to make new people welcome
- To provide advice, support, information, training and resources to enable you to undertake your role safely and effectively
- To reimburse agreed out of pocket volunteer expenses