



## Collection Box Coordinator Volunteer Role Description

<b>Time commitment</b>	Flexible
<b>Responsible to</b>	Paula Parle, Community Fundraising Manager
<b>Background to Woodlands</b>	Woodlands Hospice is an independent charity committed to delivering the best possible practice and development of Specialist Palliative Care for people with cancer and other life limiting illnesses with complex needs. We are here to provide care and support to people when they need it most. By joining us and volunteering, you can help us to be there for more people, now and in the future.
<b>Role description</b>	<ul style="list-style-type: none"> <li>• Maintaining current collection box locations</li> <li>• Sourcing new locations</li> <li>• Returning full boxes to the Hospice</li> <li>• Issuing receipts</li> <li>• Keep track of locations and dates when picks-up should be made</li> </ul>
<b>What's in it for me?</b>	<ul style="list-style-type: none"> <li>• Meet new people</li> <li>• Chance to be active</li> <li>• Add value to your local community</li> <li>• Add community involvement to your CV</li> </ul>
<b>Skills required</b>	<ul style="list-style-type: none"> <li>• Reliability</li> <li>• Enthusiasm</li> <li>• Friendliness</li> <li>• Positive attitude</li> <li>• Good communication</li> </ul>
<b>Are there any limitations?</b>	Anyone can get involved in fundraising with Woodlands, you just need to be 18 or older
<b>Training &amp; Support</b>	<ul style="list-style-type: none"> <li>• Basic induction to Woodlands and support from the Volunteer Coordinator and the Community Fundraising Manager</li> </ul>

If you would like to become a collector or have a chat about how you could help Woodlands Hospice, please contact Lisa Hamblett 0151 529 4473 or email [lisa.hamblett@liverpoolft.nhs.uk](mailto:lisa.hamblett@liverpoolft.nhs.uk)