# **Volunteer Role Description**

## Fundraiser

#### Purpose of Role

To take part in fundraising activities which raise money for the Friends of York Hospitals.

#### Main Tasks

- Helping with a variety of fundraising initiatives, including stalls, benefit concerts and collections.
- Greeting members of the public in a friendly and approachable manner.
- Answering members of the publics' queries about FOYH, using publicity material provided.
- Counting cash accurately and looking after it securely.
- Attending relevant mentoring and training sessions when requested.
- Other duties as required, by agreement between the volunteer and FOYH personnel.

## **Skills and Personal Qualities Required**

The role would suit someone who...

- Feels comfortable about meeting a succession of new people.
- Is sensitive about the context within which hospital related fundraising operates - ie a brash and brassy approach may not always be appropriate.
- Is reliable and willing to keep in contact.
- Is numerate.
- Is conscientious, especially regarding the security of the funds raised.
- Is interested in generating ideas for new fundraising events and initiatives for FOYH.

#### **Availability Required**

Volunteers are required on an as and when basis. They are asked to help for not usually more than 2 hours at any given fundraising event or stall.

## Location

York Hospital and at local community events.

NB Fundraising Volunteers do not undertake activities at York Hospital anywhere but the public areas, ie Main Reception and Main Corridor.

## **FOYH Contacts**

Andy White - Administrator and Volunteer Coordinator andrew.white@york.nhs.uk tel. 01904 726762

Jenny Hildyard B.E.M. – Deputy Chairperson FOYH

