

FUNDRAISING TREASURE HUNTER

VOLUNTEER

Line Manager: Senior Community Fundraiser

Location: Based from Distribution Centre in Plympton, PL7 4JN

In this role, your aim will be to:

- Contact companies, hotels and other relevant businesses to request donations of prizes to be used at future St Luke's events.
- To research further companies to contact and create network relationships.
- To maintain a log of people contacted and regularly update our database with their responses.
- When requested to use permission letters from St Luke's.
- If prize received, record and send official thank you letter.

Ideally you will be:

- Enthusiastic
- Motivated and pro active
- Able to work well under time pressure
- Good communication skills in both written and oral
- A personable friendly manner and confident and cheerful on the telephone
- Organised with attention to detail

Support Offered

Induction training and on-going supervision, expenses, and support sessions. You will be volunteering under the guidance & support of the Senior Community Fundraiser.

St Luke's Volunteer Services

Tel: 01752 401172 • Email: volunteer@stlukes-hospice.org.uk

www.stlukes-hospice.org.uk/volunteering

Reg Charity No. 280681