

LOTTERY VOLUNTEER

Line Manager: Lottery Manager

Location: St Luke's catchment areas within Devon, Cornwall and South Hams.

Hours: Variable hours, daytime, evenings or weekends

Lottery Volunteers

A great opportunity to volunteer within our lottery team and to help raise over £600,000 a year for St Luke's Plymouth. We sell scratch cards, raffle tickets and lottery through-out the year within our retail shops, at community events and venues and are looking for volunteers to help sell tickets. Lottery services are a vital part of our fundraising. Venues are pre-booked and all volunteer training and equipment is provided. The volunteer tasks are varied and very social. We also have some administration tasks at our warehouse offices.

Your role

- Volunteering with the Lottery team to promote and sell lottery, raffle tickets and scratch cards within our local community and at agreed venues or events.
- Supporting the Lottery team with administration tasks.
- Maintaining friendly relations with businesses whilst collecting.
- Completing relevant paperwork with the Lottery Team.

Your Qualities

- Reliability and flexibility
- Good organisational skills
- A readiness to undertake relevant training
- An interest in helping to raise money for St Luke's Plymouth

St Luke's Volunteer Services

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

www.stlukes-hospice.org.uk/volunteering

Reg Charity No. 280681

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How we work together

Volunteers are a valued and vital part of St Luke's Hospice Plymouth. Volunteers can expect:

- To be valued and treated with respect
- To receive the appropriate induction and training
- To be supported in the role, with a clear explanation of what it involves
- To have adequate supervision in the role
- To have access to information to enable them to perform their duties
- To be able to decide at any time to end their involvement with St Luke's
- To have safe working conditions
- To be reimbursed for reasonable out of pocket expenses
- To be appropriately covered by insurance
- To develop and grow with the voluntary role

What St Luke's asks from volunteers:

- To perform tasks reliably with flexibility
- To work with St Luke's aims and objectives
- To attend training and volunteer meeting when required where possible
- To accept support and supervision to enable performance of duties
- To respect and maintain confidentiality at all times
- To demonstrate a commitment to the philosophy of St Luke's Hospice Plymouth

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