



## Volunteer Role

Berkshire Vision is a local registered charity with over 100 years of expertise and experience in the provision of services, advice and support to more than 2,000 people across Berkshire who are blind or partially sighted.

We aim to provide visually impaired people with the information and support they need to live independently and safely.

Berkshire Vision recognises that help and support from volunteers will make a significant contribution towards allowing the charity to support those in need.

## Community Volunteer Team Leader

We are looking for a number of volunteers to undertake a more responsible position within the volunteer team. This will involve supporting the Charity staff with volunteer recruitment, management and retention of existing volunteers. We would like to recruit at least 6 Community Volunteer Team Leaders in these areas:

-  West Berkshire
-  Slough
-  Reading
-  Windsor and Maidenhead
-  Wokingham
-  Bracknell

The role of the Community Volunteer Team Leader will be to recruit fundraising volunteers, research and run local events and represent the charity in their local area to raise funds towards the annual target of £350,000.

### Key Skills

<b>Organised</b>	To enable events to be run effectively and bring volunteer teams together.
<b>Good Communicator</b>	Ideally you will have good communication skills, be empathetic and work well as part of a team.
<b>Motivational/Inspiring</b>	You must be able to motivate your team and keep them up to date with news and events and developments as the charity progresses.
<b>Adaptable/flexible</b>	You should be willing to help out when needed and happy to offer your time to the team as necessary, as long as it's convenient.
<b>Committed/honest/loyal</b>	In a position of trust within the senior volunteer team members you must be committed and honest at all times.

As a key member of the volunteer team you will be asked to report to the Fundraising Coordinator on a regular basis and update the staff with regard to all news and events. You must ensure that any new information is passed to charity staff.

In return you can expect regular team updates with regard to developments within the charity, regular communication through newsletters and a respected position of trust within the organisation.



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## Community Volunteer

We are looking for volunteers to join the Berkshire Vision volunteer team. This will involve supporting the Fundraising and Charity staff and Team Leader volunteers through events and fundraising activities. We would like to recruit Community Volunteers in a number of areas including:

-  West Berkshire
-  Slough
-  Reading
-  Windsor and Maidenhead
-  Wokingham
-  Bracknell

The role of a Community Volunteer will be to support activities of the charity, get involved in local events and represent the charity in the local area in which you are based, to help raise funds towards the annual target of £350,000.

### Key Skills

Organised	To enable events to be run effectively and efficiently
Good Communicator	Must have good communication skills, be empathetic and work well as part of a team.
Enthusiastic	Engage with team members and charity staff to support projects and events locally.
Adaptable/flexible	You should be willing to help out when needed and happy to offer your time to the team when possible.
Committed/honest/loyal	You would be asked to be committed and honest at all times.

As a member of the volunteer team you will be asked to liaise with the Fundraising Coordinator or Community Team Leader Volunteer when appropriate and update charity staff with regard to all news and events that would be relevant to the position.

In return you can expect regular team updates with regard to developments within the charity, regular communication through newsletters and a respected position of trust within the organisation.