



## Fundraising Leaflet Drop Volunteer Specification

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**Responsible to: Fundraising team**

**Location: Southport, Formby and West Lancashire area**

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### **Background:**

Queenscourt Hospice is a local charity and the primary provider of specialist palliative care and support to people in Southport, Formby and West Lancashire with a life-limiting or terminal illness. One in three people will be touched by hospice care and in fact Queenscourt Hospice cares for and supports over 1,900 patients every year and also supports patients' families through our *Stepping Stones* programme which provides bereavement support.

Alongside this, Queenscourt Hospice also works with Edge Hill University to provide education to medical professionals in end-of-life care and palliative care. In 2001, we opened the Terence Burgess Education Centre which was named after Terence Burgess, former surgeon to Southport and Ormskirk District General Hospital and the first Chairman of the Queenscourt Hospice board of Trustees.

With less than a fifth of our funding from the NHS, Queenscourt relies very heavily on our community of volunteers and fundraisers to continue to offer their services for free to support our patients with the compassionate care they are used to.

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### **Purpose:**

Our volunteers are important to us, and we want to give you the best opportunities possible to ensure this experience is meaningful and enjoyable.

We provide as much flexibility as we can with the tasks required and will keep you informed of new activities and offer dates and times that need filling to suit your availability.

Our leaflet drop volunteers are vital to support the fundraising team to spread the word about various events and campaigns throughout the year. By sharing information with the public, we are able to continue the vital fundraising work that keeps Queenscourt Hospice services and care available.

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## Activities:

Activities may include;

- Door to door leaflet dropping at each household along the route
- Providing knowledge of local areas and guidance on preferred routes
- Provides a great way to count up your daily steps, get some fresh air and helping to promote Queenscourt Hospice events and campaigns

Volunteers are expected to have good interpersonal skills and the ability to communicate effectively with staff, volunteers and members of the public. Volunteers will need to be organised, able to walk distances and have a local knowledge of either Southport, Formby or West Lancashire. A car is not necessary for this task as leaflets can be delivered to you direct from the Hospice.

All volunteers will be over 16 years of age and be subject to references.

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## What we offer you:

- \* An induction session to introduce you to Queenscourt Hospice, where you can meet the team and find out more about the charity and roles.
  - \* Full training will be given, and a specific risk assessment for you, and we ask that all volunteers be willing to complete any training and learning refreshers as deemed necessary to ensure your safety and that of those working with you.
  - \* A Supervisor as a point of contact for support and guidance.
  - \* The opportunity to meet new people, make new friends and be part of a friendly and fun team.
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For further information or any queries please get in touch with the Volunteering office on 01704 544645 or by emailing [volunteers@queenscourt.org.uk](mailto:volunteers@queenscourt.org.uk).