



# Volunteer Task Description

<b>Volunteer role / Title</b>	<b>Events Volunteer</b>
<b>Based At</b>	Out in the community <b>OR</b> Derbyshire Carers Association Office Tel: 01773 833 833
<b>Purpose</b>	To help on community events/sessions and fundraising events out in the community for both adult carers and young carers.
<b>Time &amp; Other Requirements</b>	Flexible time, as and when events are running.
<b>Responsibilities</b>	This will vary depending on the type of events: Running/helping run a promotional stall Helping with setting up of events Helping to organise and run an event, which may include helping with crafting sessions, making refreshments, logging attendees and getting feedback and evaluation of an event, supervising Carers on outings/trips, running a stall/stand promoting DCA services, fundraising collections, or even transporting carers to events if correct policies and procedures are in place (DBS checks, appropriate car insurance).
<b>Experience/Skills you will need to have</b>	Good, clear communication skills, patience, common sense. Be comfortable talking to Carers and general public. Be a good listener, and have a sense of humour. Enjoy working out in the community. Good organisational skills. Good time-keeping.
<b>Training given</b>	Full DCA Induction. Role Specific training.
<b>Supervision/ Evaluation</b>	<ul style="list-style-type: none"> <li>- You will need to provide us with the names and contacts of two people who can provide a reference for you, that have known you for at least 12 months (postal or phone reference)</li> <li>- Once references are received, we will go through the Role Specific training &amp; provide ongoing support for your role.</li> </ul>
	This is an excellent opportunity to support Carers in Derbyshire and enhance their quality of life and well-being within their caring role.