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| Role Title: | **Online Team Volunteer** (minimum age: 16) | |
| Location: | Searle Crescent, BS23 3YX (Behind Waitrose) | |
| Suggested Involvement: | Whatever time you can offer;  Monday to Friday between the hours 9am – 4pm | |
| Line Manager: | Online Manager, 01934 642694 | |
| Supervisor: | Assistant Online Manager | |
| Purpose of role: | Assist Online Team to help raise vital funds for the Hospice by selling items on eBay, Magpie/Discogs and other internet sales platforms. | |
| Main Tasks: | * Identify and research donated collectable/valuable items to sell online * Photograph and present items ready to be listed * Load items on to internet sites * Safely package and dispatch sold items | |
| Experience and/or skills: | ***For this role, ideally you would have****:*   * Working knowledge of online sales platforms * IT literate * Good organisational skills * Good communication skills * Enthusiastic * eBay experience * Knowledge of collectable/valuable items | ***We ask all our volunteers to:***   * Be reliable * Have a warm, friendly, adaptable, caring approach * Be open-minded and tolerant of different lifestyles and values * Be able to work within personal and organisational boundaries |
| Induction and Training: | * Induction and training with Line Manager or Supervisor * Statutory / Mandatory training as required for role * Orientation training session to be attended | |
| Support and Supervision | * Supported and supervised by Online and Assistant Online Manager * Ongoing support of Volunteer and Training Manager | |
| Expenses: | We will reimburse you with any agreed out of pocket expenses incurred whilst carrying out this volunteer role in line with Weston Hospicecare’s expenses policy. | |
| Practical considerations: | **This is a volunteer role with no contractual obligations.**  Weston Hospicecare has a no smoking policy (inc. vaping/e-cigarettes) throughout the organisation, including all retail locations and hospice vehicles. | |