

## Macmillan Cancer Support: Volunteer Role Description and skills profile

**Role title:** Fundraising Group member

### Why do you need me?

- Our local fundraising groups and committees raise thousands annually for people affected by cancer. New members are required for enthusiastic groups in Greater Manchester.

### What activities will I be involved in?

- Helping to organise fundraising events with other group/committee members
- Attending group meetings
- Collecting funds on behalf of the charity

### Will I need my own transport?

- Not necessarily but access to vehicle/good transport links would be helpful to attend meetings and events.

### What skills and abilities will I need to have?

- Good communication and organisational skills
- Ability to represent Macmillan Cancer Support to members of the public.

### What are the goals?

- To raise money and awareness, and to represent Macmillan in your part of the region.
- Making a difference to your local community
- Helping people affected by cancer

### How much time should I offer?

- Flexible time commitment

### What days of the week/time of day would you need me?

- Events and meetings could take place at any time during the day or week. They are generally organised to suit group members' availability.

### Where will I be based?

- Meetings are generally held at a location within the groups area of operation

### What are the benefits to me?

- Meeting and working with new people
- Developing your communications and organisational skills
- Having fun
- Adding to your CV
- Making a difference to your local community
- Helping people affected by cancer

### Is there an induction and training?

- Information pack and induction provided to help familiarise you with the work of the charity, the fundraising team and the current committee (if applicable)
- We will provide any training you need to complete the role

### What ongoing support/guidance will there be?

- Support from the other members of the fundraising group
- Fully supported by the Fundraising Manager, and fundraising team
- Opportunities to meet and network with staff and fellow volunteers during the year
- You will be updated on the success of the team!

### Will my expenses be paid?

- We pay volunteers' "out-of-pocket" expenses within agreed guidelines.

### What's the next step?

Fill out an application form and we will then arrange for you to come to the office for an informal chat. Any questions please contact Rose Tipton 01925 846753 for Bolton, Oldham & Rochdale [rtipton@macmillan.org.uk](mailto:rtipton@macmillan.org.uk) Alice Edmond 01925 846749 for South Manchester, Stockport, Tameside & Altrincham [aedmond@macmillan.org.uk](mailto:aedmond@macmillan.org.uk) and Kim Smith for Wigan, Salford & Central Manchester [ksmith@macmillan.org.uk](mailto:ksmith@macmillan.org.uk).