



Bolton Hospice
caring from the heart

VOLUNTEER ROLE DESCRIPTION

Bolton Hospice Workplace Champion

Reports to: Community Fundraiser

Accountable to: Community Fundraiser

Hours Regular attendance as agreed and additional attendance at required training sessions.

Aims To act as the Bolton Hospice representative in your place of work and promote the Hospice's work and fundraising goals to colleagues and employers.

Responsibilities To encourage charitable activity amongst employees and pro-actively develop fundraising .

To stock seasonal fundraising merchandise and help promote events and Appeals as agreed.

To always respect confidentiality and professionalism when representing the Hospice.

To advise staff of any suggestions, queries or concerns you may have concerning your duties.

To attend training sessions as required.

To adhere to the Volunteer policies and procedures including Health & Safety.