

Volunteer Role Profile



Volunteer Role

Volunteer Coordinator

Volunteer Manager

Local manager

Where you will be based

Community

Why we want you

Do you have experience of recruitment, motivating teams, or similar professional experience? If yes, help us coordinate our volunteer effort so that we can help more animals in need. You will meet like-minded people, have fun, and gain new skills.

We are the RSPCA and it's our vision to live in a world where all animals are respected and treated with compassion. Our volunteers are incredible, they play an essential role in helping us carry out our important animal welfare work every day.

We are one of the branches of the RSPCA, but we but we are also a separately registered charity looking after animals in our local area. Much of the animal welfare work of RSPCA is carried out through local branches, which is run by volunteers who have the support of the National Society of RSPCA.

What you will be doing

- Welcoming new volunteers to the branch
- Keeping an up-to-date list of volunteering opportunities
- Working with the management team and/or trustees to arrange the recruitment and placement of volunteers
- Matching what volunteers would like to do with the Branch's need for volunteer help
- Keeping up to date records of volunteers, training and recognition

The skills you need

- Good communication and organisational skills
- Great administrative skills
- Experience of recruitment, managing volunteers or motivating teams would be useful, but not essential
- Friendly and approachable with great people skills
- Volunteers must be aged 18 or over.

What's in it for you

- Meet new people and make new friends
- Learn great new skills to add to your CV
- A great induction and training relevant to your role
- Volunteer in a fun environment at the heart of the local community
- You'll be making a huge difference to the welfare of animals

Disclaimer

Before you can start volunteering you'll need to complete our simple online Health & Safety course and any associated training required for your role.

Tetanus is a life threatening bacterial disease caused by an infection in an open wound. All volunteers must be suitably protected. We recommend that volunteers check their vaccination history with their GP. If a volunteer has not had the required doses, the GP should offer them free of charge as part of the UK vaccination schedule.