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Events Volunteer

Role Description

**Title:** Events Volunteer

**Responsible to:** Events Team Leader/ Events & Fundraising coordinator

**Time commitment:** Varied and likely to involve some weekend and evening work

**Location:** Various locations across Dorset, some travel required

**Enhanced DBS check:** Not required for this role

Main Purpose

To let people know about the work of Dorset Mind across Dorset (including support services, training, education, partnership, and volunteering opportunities). In addition, this will include signposting people towards appropriate help where required.

Key Responsibilities

* Support the mission of Dorset Mind by:
* Raising awareness within general and specific communities about mental ill health. That’s to say educating people about symptoms – what they are, what to expect and how to spot them. We also help people about what they can do when they experience symptoms or know someone who does.
* Challenging the stigma and inequality of mental ill health so that neither stigma nor inequality prevent people receiving information and support they need.
* Promoting the ethos of recovery from mental ill health by educating people about recovery.
* Work as part of the Events team to promote the work and profile of Dorset Mind.
* Actively listen in a compassionate manner whilst not overstepping boundaries.
* Talk knowledgeably about Dorset Mind and mental health to anyone visiting our stand at various events.
* Confidently signpost people to appropriate help.
* Distribute information leaflets as and when needed.
* Duties might also include collecting, setting up and returning Dorset Mind displays and banners from the Bournemouth office.
* Be responsible for Dorset Mind assets at an event e.g. charity collection tins, displays and banners.
* You may be asked to make your own way to events in a timely manner.

Training and Supervision Offered

* Mental health Awareness Training
* Dorset Mind Staff Induction
* Adult Safeguarding Training
* Regular check-ins provided
* Ongoing support from a knowledgeable and supportive Fundraising and events team
* Email updates with upcoming volunteering opportunities
* Access to our closed volunteer Facebook group
* Regular social events with other volunteers so you can compare and share your experiences; and feel a part of our movement

Dorset Mind will pay for reasonable expenses including mileage to and from an event (if you have your own car please see our Car and Driving Policy)

We actively welcome a rich diversity of applicants to this role. This will help us provide better services to all of the communities we are here to serve. We especially welcome people with lived experience of mental health conditions. This means individuals who have personally faced mental health challenges or have supported someone else dealing with such issues. To ensure that we effectively serve the needs of our local community, volunteers must reside within Dorset or the surrounding areas to be eligible.

PERSON SPECIFICATION

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| KNOWLEDGE |
| Familiar with and committed to Dorset Mind’s mission  | Essential |
| Familiar with the work of Dorset Mind including support services, training, education and volunteering opportunities | Essential |
| Familiar with and ability to adhere to Dorset Mind policies, particularly those relating to confidentiality, data protection and health & safety | Essential |
| SKILLS |
| Excellent time keeping skills | Essential |
| Good interpersonal skills and approachable | Essential |
| EXPERIENCE |
| Experience / understanding of mental health issues, particularly how to seek help (this will be covered in the Dorset Mind Induction training) | Essential |
| **PERSONAL CHARACTERISTICS AND VALUES** |
| Responsible, reliable and punctual | Essential |
| Trustworthy | Essential |