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| ROLE TITLE | Collection Tin Co-Ordinator |
| Location | Newton Abbot, Babbacombe, St. Marychurch, Bovey Tracey, Preston, Paignton, Brixham, Dawlish, Totnes. |
| Responsible to | Community and Events Fundraiser |
| Purpose of role | To Co-ordinate the placement and emptying of collection tins in your assigned area. |
| Description of tasks | Co-ordinate the placement and collection of collection tins. Deliver collection tins to agreed locations and ensure paperwork is completed Keep records of where all tins have been placed To increase the number of locations of collection tins. Follow up on placed tins 3-4 times a year to assess whether they are full, need collecting and then replaced Supporting with other fundraising activities when available |
| Desirable skills and experience | Friendly and helpful with good communication skills An organised approach to record keeping An honest and trustworthy nature Confidence to approach businesses and organisations who may be able to take a collection tin Coin can be very heavy so a reasonable level of general health is required Passionate about animal welfare |
| Time commitment | This role is flexible. As much or as little as you want! You can take on as many tins as you feel you can manage There will be a trial of one month. This is an ongoing role. |
| Training and support | Volunteers will receive an induction at the Rescue Centre explaining the aims and objectives of Animals in Distress Ongoing training and support will be given as required and volunteers have the opportunities to meet with the staff members and other volunteers. |
| Benefits to volunteer | Playing a part in the raising of funds to support the work of Animals in Distress Enhance existing skills and learn new ones Networking / communication with a wide range of individuals Make new friends, build self confidence |
| Application procedure | Application form Informal meeting References Induction at Rescue Centre and shop Trial period |
| Contact details | Esme Chamberlain – Community and Events Fundraiser Tel. 01803 812121 ext 203 Email. esme@animalsindistress.uk.com |