# **Volunteer Role Profile**



Volunteer Role **Team Support Volunteer** 

Volunteer Manager **Team leader** 

Where you will be based Home

#### Why we want you

Your support as a volunteer can help a Mencap team with their important work. As explained in the advert for the role, you will be given a range of tasks that will help the team you are working with achieve more and give you experience of directly supporting our charity staff. Your volunteering can help us make a real difference to the lives of people with a learning disability.

### What you will be doing

- Supporting a Mencap Team with tasks relevant to that department
- Help ensure the team runs smoothly
- This could include: creating or editing documents, posting content online, arranging panels, doing research, and more

### The skills you need

- Friendly and approachable
- Able to take instructions
- reliable and patient
- Able to work as part of a team
- Accepting of others who might be different to yourself
- Confident using a computer or device and open to learning about the programmes required to do your role

## What's in it for you

- Full volunteer induction and training
- Agreed out of pocket expenses to be paid (eg. travel)
- Meet new people and be part of a team
- Learn new skills
- feel supported, appreciated and valued

#### **Disclaimer**

For this role you may need access to your own device.