



VOLUNTEER ROLE DESCRIPTION

Fundraising Event Volunteer

Why get involved with the Royal British Legion (RBL)?

You don't need to be a Legion member or have links to the Armed Forces community to volunteer with RBL. You'll be joining the UK's leading Armed Forces charity, the heart of a national network that supports our Armed Forces community through thick and thin – and helping ensure their unique contribution is never forgotten.

How will I make a difference as a Fundraising Event volunteer?

In this role you will be supporting the Legion by helping to ensure events run smoothly, and to support and encourage guests, delegates or participants.

What would I be doing as a Fundraising Event volunteer?

We have a range of roles available at our Fundraising and Commemorative events. These may involve:

- Meeting and greeting participants/guests.
- Support participants/guests as they take part, such as by cheering, handing out refreshments or as an escort.
- Interact with guests and provide them with information about the work of the Legion. (particularly at beneficiary focused events).
- Welcome participants at post-event receptions.
- Help set up and clear down the event.
- Help with administration and managing the reception areas.
- In the case of a sports fundraising challenge oversee the start/finish areas, welcome participants over the finish line and give out goody bags or medals.

What skills and experience would I need, or could I develop?

- Confident in talking to others.
- Committed to acting in line with Legion policies and procedures, including those relating to data protection; confidentiality; safeguarding; health and safety and equality and diversity.

What support will be available to me?

- A designated person to discuss your volunteering with.
- Training and opportunities for further development.
- A handbook to support your volunteering.
- Day to day support from a member of the team.
- A volunteer agreement that outlines both our expectations of you as well as what you can expect from us.

This role is purely voluntary, and this arrangement is not meant to be a legally binding one, or an employment contract



What else do I need to know?

Where:	Volunteer role to be carried out in the community-to be agreed with volunteer manager.
Time commitment:	The amount of time you'll need to give will be dependent on your role at the event. Details will be provided with the initial event call out/adverts and subsequent joining instructions.
Training/Resources	Training, as required.
Expenses	Reasonable out-of-pocket costs agreed in advance will be reimbursed
Extra Information	<p>The minimum age for Fundraising Event volunteer is 18 years old. Two* satisfactory references are required.</p> <p><i>*If you are already a Legion volunteer or member, we will only require one reference, from your Legion contact</i></p> <p>In order to comply with charity regulations, we reserve the right to carry out additional screening if we consider it appropriate to do so.</p>
Covid - 19	RBL Covid-19 secure guidance and risk assessments along with Government guidelines must be implemented/adhered too.

What are the benefits for me?

- Develop and learn new skills.
- Be part of a committed and friendly team.
- Built skills for your CV.
- Make a difference to the Armed Forces community.

RBL values and behaviours

Does the following describe you?

- A desire to provide great support in all that you do.
- Enjoy and thrive in working in teams and with others.
- Committed to being the best you can and to learn and develop new and existing skills.
- An encourager, eager to share your knowledge and experience to help others.
- Passionate about supporting the Armed Forces community and honouring their contribution.

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