# East Anglian Air Ambulance

# Volunteer Role Description

# Logistics & Events volunteer

**Why we need you**

You will be part of the local fundraising team in your area. Your role will include making deliveries and collections to/from the public and businesses. You will also be asked to support the team’s preparation for events by delivering stock and equipment to various venues across the county. This could include helping put up and then take down simple gazebos and display tables.

**What will I be doing?**

• Working with the local fundraising team providing ‘hands on’ help

• Assisting in the setting up and packing up of the event equipment

• Helping with the storage and movement of merchandise

• Maintaining full records of deliveries, collections, places visited and mileage recorded

# When can I volunteer?

# • Throughout the year, although the summer months are busier, the hours are flexible too.

# What we’re looking for

• Excellent interpersonal, communication and teamwork skills

• A friendly, approachable and enthusiastic manner

• A willingness to collaborate and work with other fundraising team members

• The ability to work alone and unsupervised as required

• The ability to lift and move stock safely

**•** A commitment to undertake training

• A full driving licence, plus business insurance or similar if using own car

# What’s in it for you

• Join an inclusive and diverse organisation

• Have fun, meet new people and join a motivated and enthusiastic team who are making a difference

• Give back to your local community

• Reasonable out of pocket expenses in line with EAAA’s Volunteer Expenses Policy

• Full support is provided

# Interested?

# Please complete our online application form.

# For further information please contact info@eaaa.org.uk , call 03450 669999 or visit our website [www.eaaa.org.uk](http://www.eaaa.org.uk)

# We look forward to meeting you!