

THANK YOU FOR YOUR INTEREST IN VOLUNTEERING

Arthur Rank Hospice is a short stay specialist unit providing palliative care services for a people over 18 living in and around Cambridgeshire.

Our aim is to care for people who have a life limiting illness and to support their family, friends and carers.

The care is delivered by a multi- disciplinary team of nurses, doctors, therapists, social workers and our chaplain. The Hospice provides the full range of services which includes Day Therapy, Hospice at Home, Patient and Family Support Team, In-Patient Unit and Complimentary Therapies All care is provided free of charge and is offered to people living in Cambridge and the surrounding areas.

We have over 300 volunteers contributing towards services onsite at the hospice and over 100 supporting us in raising funds.

Our volunteers bring a wide array of skills, knowledge and experience, new ideas and flexibility to our services. Volunteers come from all sorts of backgrounds, range in age, and come to us through a variety of routes, from A-level students thinking about going into medicine to relatives of former patients who want to give something back.

Why you should volunteer?

- Make a positive difference
- Gain skills
- Make new friends
- Keep busy
- Use existing skills
- Have fun
- Improve your CV
- Build Confidence

Whilst volunteering at Arthur Rank Hospice you will.....

- Be welcomed and made to feel part of the team.
- Receive a Volunteer Induction
- Be offered a dedicated Education programmes for volunteers
- Be able to claim out-of -pocket expenses
- Receive ongoing training & support
- Receive a reference at the end of your volunteering





Volunteer Vacancies

We are lucky to have a team of over 300 volunteers who help us on a regular basis, as well as those who help as and when. We ask for a 12 month commitment from hospice based volunteers wherever possible.

Sadly, we are unable to accept applicants who have experienced a close bereavement within the last two years for patient related role at the hospice, or applicants aged under 17 years old, but please do not hesitate to contact us if you would like to discuss this further.

Below are our current vacancies which we hope you will be interested in. We are currently recruiting volunteers in the following areas:



Volunteer Drivers

We are looking for new volunteer drivers to allow patients and carers to access Day Therapy, Bereavement sessions or support groups at the hospice. You will need access to your own car and have a full clean driving licence. We are particularly looking for drivers in CB23, CB24 or towards Stretham & Ely area. This role requires a DBS check. You will receive a mileage allowance in this role.

Commitment: variable days and times, flexibility is required

A *denotes alternative weeks

Cake Baker

We are looking for passionate volunteers who enjoys baking. This is a rewarding role for someone who can bake a cake at home and deliver it to the Arthur Rank Hospice for patients and their visitors. We can reimburse the cost of ingredients. Simple sponges will suffice! E.g. Victoria sponge, lemon drizzle cake.

Commitment: Wednesday, Thursday * (cakes to be dropped at the hospice between 9am and 12midday on the relevant day).*

In Patient Unit Afternoon tea volunteers

Every day, at 3pm, volunteers serve afternoon tea to patients and their families. This is a rewarding role which would suit someone looking to help for an hour or so. This role requires a DBS check.

Current vacant slots: Sunday 2.45pm to 3.45pm.



Activities Assistant

We are looking for a volunteer to plan and encourage hospice patients to take part in various creative activities. This role involves supporting the Creative Therapist to improve the patient quality of life by using different methods such as art & design, painting, music or sometimes simply just chatting.

You should be able to support all elements of the role based on patient needs and work as part of a team. This role requires a DBS check.



Vacant slots: We are looking for someone every or alternate Tuesday between 10am to 4pm.

Card Maker

We are looking for a volunteer who can use their creativity and imagination to create hand made cards for bereaved families. This is a rewarding role for someone who wants to be involved with a great cause but is unable to commit for a regular shift.

You must have good art and craft skills and should be able to demonstrate evidence of your artistic ability. We will provide the blank cards.

Commitment: We are looking for someone who can work from home for couple of hours a month.

Reception Volunteers



Reception is at the heart of the hospice where we welcome patients, their families, staff, volunteers and other visitors. We are looking for volunteers to cover the reception in the evenings and at weekends. You must have previous administration experience, be friendly and confident to problem solve with little guidance. This role requires a DBS check.

Vacancies: Wednesday 5-7pm, Sunday 10am -2pm.*

Tea Bar Volunteers

We are looking for a volunteer to provide a welcoming atmosphere for visitors, patients, staff and volunteers. The volunteer will be responsible for serving tea, coffee and biscuits to visitors, relatives and to staff. You must be friendly and have good communication skills. This role requires Disclosure & Barring Service check.

Vacant slots: Friday 2pm-4pm, 3rd Saturday of the month (2:30pm to 4:30pm), 1st and 2nd Sunday of the month (2:30pm to 4:30pm), 4th Sunday of the month (10:00am to 12:00pm).*

Flower Arranger

Are you passionate about flowers? Would you enjoy sharing your talent and brightening up the ward & reception areas at the hospice?

We are looking for a volunteer to help us enhance the environment for patients & visitors by arranging fresh flowers in vases or oases in a tasteful way across the hospice. You must have access to your own transport as we require volunteers to pick up the flowers on their way in.

Vacant slots: We are looking for a volunteer to help us on a fortnightly basis (Thursdays).

Day Therapy Host

Our Day Therapy Service currently operates three days a week here at Arthur Rank Hospice. Patients attend for an agreed period of time and have an individual programme tailored to suit their needs.

As a day therapy volunteer you will be part of the team who create a warm and welcoming environment for patients. Working alongside a fellow volunteer, you will provide an invaluable service by hosting, serving teas/coffees and cooking lunch for patients.

Commitment: We are looking for a volunteer to help us once a month on either Tuesday or Friday from 10am to 4pm.

Do you have a special skill?

Do you have a particular professional or creative skill?

We are currently looking for volunteers who would be happy to offer their skills on a voluntary basis for our Wednesday Social Group, 1:30pm to 3:30pm.

We would be interested to hear from anyone with a professional skill to offer but are particularly interested in people who are trained in Tai Chi, Mindfulness, knitting/ crafts, yoga, creative writing, jewellery making and financial advice, silk painting, singing etc.

Charity Shops

We have 3 charity shops in Cambridge (2 on Mill Road and 1 on Regent Street) and we are always looking for reliable and committed volunteers to join the team. As a volunteer, you will be joining our friendly team at the heart of the community. You can volunteer in many ways from serving customers to creating eye-catching displays.

Ebay Volunteers

We are looking for a volunteer to work in our Mill Road shop under the direction of our Shop Manager. You will source goods from our warehouse and sell them via E-commerce websites such as eBay. We are looking for a volunteer with skills in photography and some experience of selling through eBay or other online websites.

To volunteer in one of our shops you can contact the Mill Road shop directly on 01223 214253 / 247678, the Regent Street shop on 01223 462452 or you can pop into one of our shops to find out more!

Fundraising

We run many fundraising events throughout the year which give people the opportunity to get involved, have fun and raise money for a great local cause.

We have a fantastic fundraising team who is involved in supporting individuals, community organisation, schools, pubs, and businesses to raise over £4,110.00 a day so that we can continue to provide vital end of life care and support in and around Cambridgeshire.

You don't need any previous experience. Hours are varied as this role does not require regular weekly commitment.

Collection Co-ordinator Volunteer

Arthur Rank Hospice regularly hold collections in Supermarkets and High Streets as well as at other key events. These are all co-ordinated by one of our community fundraisers.

We are looking for volunteers who can support in the setting up and breaking down on these collections. The Collection Co-ordinator Volunteer will arrive at the collection site usually between 8:30am and 9am and set up the collections display and then 'break it down' again between 5pm and 6pm. You will need access to your own car and be confident and organised.

Collection Volunteers

We are also looking for volunteers who are happy to help with collections at supermarkets, shopping centers and special events, such as the annual Christmas light switch on and a wide array of fetes and festivals.

As a volunteer you will be a part of team of 2 people working together. Volunteers often help for no more than 2 hours. Our collections are an essential part of our fundraising activities and each year help to raise more than tens of thousands of pounds.

Collection Locations – Cambridge, Ely, Newmarket, St Neots, Huntingdon.

Ambassadors

We are looking for passionate and committed volunteers who would be willing to be an ambassador for Arthur Rank Hospice Charity. You may attend cheque presentations, attend events on our behalf or simply spread the word about what we do in your local area! This is a flexible role which may involve events at weekends or on the evenings. We will provide training and support so you are confident in what you need to deliver.

Collection Tin Co-ordinator Volunteer

We are looking for a volunteer who will be responsible for finding new businesses to place Collection Tins in, and managing a small team of collection tin volunteers who are responsible for emptying the tins and replacing them with new ones. This is a fantastic opportunity for someone who wants to gain some experience in fundraising. You must have good knowledge of your local community, good communication skills and be able maintain accurate written records.

Event Promotion Volunteers

Our fantastic fundraising team is looking for enthusiastic individuals who can take part in event promotion, by handing out flyers & posters in their local area, talking to friends & family about upcoming events or getting involved in the promotion of events through local shops, clubs or community centre. You must be able to use your own initiative and have great communication and interpersonal skills.

Hours are varied as this role does not require regular weekly commitment

Event Volunteers

We run many fundraising events throughout the year which give people the opportunity to get involved, have fun and raise money for a great cause.

The events often taking place in the evenings or at weekends, we rely on our volunteers who support us on the day of events in a variety of ways –registration, marshalling, selling or serving refreshment, bucket collections and helping with car parking.

Hours are varied as this role does not require a regular weekly



The next step

After we receive your application, we will then invite you for a face to face interview at the Arthur Rank Hospice.

If you have any further queries please contact us on 01223 723117 or email on volunteer@arhc.org.uk

WE LOOK FORWARD TO WELCOMING YOU SOON!!