

National Care office Volunteer

"I enjoy knowing that I am helping such an amazing charity. It is a great feeling to know you are making a difference in some way." Sammy, Volunteer

What's involved?

- Create collection labels and letters for communication aids to be returned
- Generating RIP letters from the database and sending these out
- Creating records in the database
- Processing incoming mail
- Working with our tight knit care team supporting people with and affected by MND

This role will suit me if I:

- Am a great communicator
- Have a good basic level of IT skills
- Am detail oriented

What's in it for me?

- Develop your IT skills using a CRM system
- Gain experience working in an office environment as part of a dedicated friendly team
- Being a key cog in the support we offer to people living with MND



What sort of training/induction will I receive before starting?

You'll be inducted into the role and informed about the Association. As part of this, you will receive e-learning and face-to-face mentoring. The training programme will also include experiential and reflective learning.

What's the next step?

Get further information by emailing Rachel.Brown@mndassociation.org or call us on 01604 611681
We encourage and welcome applications from all backgrounds and all communities