

## Volunteer Role Profile

<b>Role title:</b>	Stall Assistant
<b>Responsible to:</b>	Volunteer Officer.
<b>Where:</b>	London - flexible depending on event
<b>Time commitment:</b>	Flexible but commitment help on least one stall. At least one day to deliver the event.
<b>Role description:</b>	Helping another BBCT volunteer run a stall on behalf of BBCT in your local area in order to help raise awareness about bumblebees, their importance and what people can do to help their survival and raise funds to support the work of BBCT.
<b>Main tasks:</b>	<ul style="list-style-type: none"> <li>• Attend the event, distribute leaflets, promote BBCT membership, and chat to people about bumblebees and bee-friendly gardening.</li> <li>• Complete and submit activity record form (template will be provided).</li> </ul>
<b>Required skills, qualities &amp; experience:</b>	<p>Good communication skills.</p> <p>Enthusiasm and interest in bees and/or wildlife friendly gardening.</p> <p>Reliable and honest.</p> <p>Ability to travel to and from event venues (pre-approved travel costs will be reimbursed).</p> <p>Ability to complete and submit related recording forms.</p>
<b>Training and support available:</b>	<p>Access to the volunteering pack on the website (pack printed if required).</p> <p>Direct contact with the Volunteer Officer who you can get in touch with via phone or email for advice, support and resources required for your stall/event, e.g. leaflets, posters, merchandise, etc.</p> <p>Q&amp;A sheets.</p>
<b>Additional requirements:</b>	<p>Willingness to promote the BBCT message and brand.</p> <p>Willingness to follow the BBCT Volunteer Policy.</p> <p>Willingness to respect and implement health and safety policies and procedures (completing risk assessment forms).</p>

<b>Why we need you:</b>	To help raise awareness of the importance of bumblebees, the issues they face and how we can all help. We have a small and dedicated team of staff and it's only with volunteers support that we can reach as many communities as possible.
<b>What's in it for you:</b>	<p>Developing your organisational and fundraising skills.</p> <p>Learning about the work that BBCT does.</p> <p>Meeting new people and sharing your enthusiasm for bees.</p> <p>Knowing you have made a difference to the plight of the bumblebee in the UK.</p>
<b>What next:</b>	<p>If you are interested in this role please contact <a href="mailto:volunteering@bumblebeeconservation.org">volunteering@bumblebeeconservation.org</a> or 01786 594 129 for more information.</p>