



Volunteer Stockroom Assistant/ Relief Driver Mate

This volunteer role is to help support staff to manage the stockrooms at the Sutton in Ashfield and the Ransom Wood storage unit. On an occasional basis, to help with collections, deliveries and transfer between their shops in Sutton to West Bridgford.

The Age UK shop is open Friday and/or Saturday 9.30am until 4.30pm on a weekly basis. Your start date will be as soon as possible after your interview and at a minimum availability must be half a day a week. You will be given all the training you need to enable you to carry out your role.

Volunteer must be over 21 and under 75 and able to drive a van.

Who?

Job
Role.

Good
to Know

Age UK has a selection of items they sell such as books, DVDs, clothes, household goods and furniture which is all money for Age UK's charity that leads to helping local and distant families around the area and England alike.

Your role will consist of:

- Supporting staff to manage the stockroom, keeping racking clean and tidy, organising space to maintain good health and safety systems.
- Accepting donation from supporters that visit the shop and encouraging those who are taxpayers to sign up to Gift Aid to increase the value of the donation when sold by 25%.
- Processing items at Ransom Wood storage unit when there is no room to deposit them straight into the shop.
- Travelling with the driver to pick up donated items (furniture, White goods or clothing).
- Completing deliveries with the driver to customers' homes.

Essential needs: The physical ability to lift and move furniture and other stock so applicants should be physically fit. A willingness to complete a variety of tasks both in the shop and at the storage unit. Someone who gets on well with others to achieve good customer service.

You will also be required to complete the training modules that are mandatory for your role. From this opportunity you will have the chance to make a difference to your community, you will have ongoing support, ensuring your volunteering experience is fulfilling and positive.