

Volunteer Role Profile



| | |
|-------------------------|-------------------------------|
| Volunteer Role | Trainee Lead Volunteer |
| Volunteer Manager | Shop Manager |
| Where you will be based | Shop |

Why we want you

Together we can help people facing poverty all over the world – all from right here, in this very shop. Join our friendly team as an Oxfam Volunteer and you'll find yourself at the heart of your community, making amazing things happen.

What Oxfam does

Oxfam is a movement of people from around the world who won't live with poverty. We have two key aims:

- Responding to emergencies happening in the world now, giving vital support to people facing poverty due to conflict, climate change and natural disasters.
- Empowering communities to challenge and change systems that promote inequality, so together we can beat poverty for good.

Oxfam shops have been fundraising to support Oxfam's work since 1947, raising millions every year to support people facing poverty. Find out more about Oxfam's work at oxfam.org.uk

Young Volunteers

The minimum age for this role is 18 because of the responsibility which comes with handling sensitive information and supervising others. The minimum age to volunteer with Oxfam is 14 years old so we will happily try to find an alternative role for you in our shop. Parental consent and safeguarding considerations will be required for those under 18. You can find out more about safeguarding on [our website](#).

Covid-19

We want to make sure everyone feels safe in our shops. Our shops comply fully with regulations and we provide PPE.

Let's beat poverty together.

What you will be doing

- Effectively delegating responsibilities and coaching individuals and teams
- Supervising volunteers and ensuring safeguarding and health and safety

- policies are followed and acted on as appropriate, reporting any concerns
- Maximising the income from donations, Sourced by Oxfam and Gift Aid
 - Opening, closing and managing the shop in the shop manager's absence
 - Keeping up to date with Oxfam's internal communications and sharing any news with the shop team to ensure compliance with current requirements

The skills you need

- You do not need specific skills and experience, but the following will be useful:
- Enthusiastic and committed to achieving shop aims and objectives and motivating others
- Ability to work within Oxfam's policies and shop guidelines
- Ability to work collaboratively with the shop manager and the shop team
- Commitment to Oxfam's values of empowerment, accountability and inclusiveness
- Ability to work well as part of a team and under own initiative
- Helpful and friendly
- Ability to deal in a tactful and professional manner with confidential information and sensitive situations

What's in it for you

- Ongoing training and support
- Gain valuable leadership experience
- Some lunch and travel costs
- Improve transferable skills and boost your CV
- Grow your confidence and meet new people
- We can be flexible around your education, family, work, or health etc.
- Possible references for future employers

Disclaimer

We need one reference and proof of ID for all volunteers and ask you to sign up to Oxfam's Code of Conduct.