

# Role Description

## Addenbrooke's Ambassador

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**Role Title** - Addenbrooke's Ambassador

**Location** - Cambridgeshire

**Aim** - To help build new relationships within the community to encourage fundraising activities and raise awareness of the importance about the work ACT does.

### Main Responsibilities -

- Promoting the charity's work; talking to hospital visitors about the difference they can make
- Delivering talks to local groups and organisations
- Encourage local shops, community groups and venues to display collection tins
- Attend events organised by our fundraisers as the 'face' of the charity, tasks may include -
  - Car park marshalling
  - Helping to set up and clear down the event
  - Welcoming participants to the event
  - Handing out registration materials
  - Cheering on participants
  - Handing out refreshments
- Working on the reception desk in the Fundraising Hub, welcoming visitors, receiving telephone calls
- Administrative tasks, data entry, counting donations, folding raffle tickets



### Benefits of volunteering in this role

- An opportunity to gain experience in the charity sector
- Be part of a supportive and fun team
- Make a difference in your local community
- Be able to reimburse travel expenses

### Further information

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For further information on volunteering, please contact:

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