

‘Clatterbridge your cancer centre’

Ambassador

Role Description Information

‘Clatterbridge your cancer centre’ is the charity that supports the development of services and facilities for patients, and research into cancer treatments at Clatterbridge Centre for Oncology. We are looking for people to help us in our aim to provide world class cancer care by becoming an Ambassador for the charity.

We are currently recruiting the following Ambassador roles. Examples of tasks associated with these roles are shown below:

- **Fundraising Committee Member/Leader**

Fundraising committees are so important to the work we do at the centre, committed supporters that meet regularly to fundraise voluntarily. We are so grateful to all the work done by our supporters from coffee mornings & garden parties, to fun days & black tie balls! If you are interested in helping a committee or helping set up one in your area then please get in touch we would love to hear from you! Roles include:

- Setting up a new fundraising group and planning events
- Organising and promoting fundraising events and collections
- Collecting funds on behalf of the charity and servicing collection tins
- Acting as an ambassador for ‘Clatterbridge your cancer centre’ through building community networks

- **Collections Coordinator**

- Co-ordinating annual collections
- Sourcing venues for collections and securing permissions
- Recruiting new collections volunteers
- Issuing up to date fundraising materials and collection merchandise to volunteers and committees
- Maintenance of volunteer and collections records (database and excel spreadsheet work)
- Thanking collectors and informing them of how much was raised by them individually and for larger collections, how much was raised in total

- **‘Clatterbridge your cancer centre’ Representative**

- Attending local fundraising events as a ‘Clatterbridge your cancer centre’ Ambassador
- Talking about ‘Clatterbridge your cancer centre’ to the local community, giving presentations to local groups/schools
- Identifying and developing fundraising opportunities within these groups
- Promoting fundraising events
- Coordinating public collections and servicing collection tins
- Participating in collections
- Collecting and delivering ‘Clatterbridge your cancer centre’ merchandise to supporters
- Distributing standing order forms
- Recruiting supporters and volunteers for the charity
- Seeking or facilitating approaches to companies, groups and associations or individuals who may support the charity’s work.

If you have any questions about these roles please do not hesitate to contact the team on 0151 482 7948