

# Group support and development volunteer

## Role Description

<b>Team:</b>	Local volunteering team
<b>Main contact:</b>	Volunteer Support Officer/Volunteer Coordinator
<b>Reference:</b>	2

---

### About Diabetes UK

As the UK's leading diabetes charity, it's our job to tackle the diabetes crisis. We're here to prevent Type 2 diabetes, campaign for and support everyone affected by diabetes, and fund research that will one day lead us to a cure.

### About the role

We are looking for people able to volunteer locally and engage with our local groups, by assisting with training, recruitment and facilitating networking between groups. You will be helping your local groups to develop which will allow them to do more for people living with diabetes in your local area.

This is an excellent opportunity for you to gain supported experience in community and strategic planning, and developing your influencing skills whilst helping to support and improve the lives of people living with diabetes.

#### Main tasks and activities

- Working with each group to provide support with the writing of a personalised development plan. This plan should help the group to identify how they can reach and attract more people.
- Supporting each group through providing support and advice on volunteer recruitment and selection. This may include building new volunteer roles to support the growth of the group.
- Supporting your local volunteering team with the delivery of local training or induction for volunteers.
- Encouraging the sharing of best practice by running local networking meetings with groups in your area.

### About you

#### We are looking for people who are:

- Approachable and proactive
- Interested in building credible and effective relationships.
- Able to communicate effectively and naturally build rapport with others.
- Have experience of using Email, Microsoft Word, Excel and Outlook.



## What Diabetes UK can offer you

- Experience of working in the charity sector
- Information and materials to help you carry out your role effectively
- Recognition of the role that you are carrying out in support of Diabetes UK
- Full training, guidance and support
- The opportunity to build new skills
- Reimbursement of out of pocket expenses incurred while carrying out activities for Diabetes UK, eg travel, lunch.

## Safer Recruitment

We are committed to ensuring that our volunteer recruitment is fair, safe and consistent. The recruitment and selection process must therefore be appropriate to the nature of the role. Some roles may require a more in depth selection process, for example those working with children or vulnerable adults. Your volunteering contact will be able to explain more about this.

## How to apply and next steps

To apply for this role, please contact your local volunteering team.