EVENTS VOLUNTEER

We are looking for Events Volunteers to support our fundraising and community events throughout the year. Working alongside our Fundraising team, you'll help create welcoming, enjoyable events that raise vital funds and awareness for Nugent's work.
As an Events Volunteer, you'll play an important role in helping events run smoothly while engaging with supporters, local communities and businesses. No two events are the same, and you could be supporting anything from community fundraising activities and challenge events to gala dinners, collections and seasonal campaigns.

This is a fantastic opportunity to gain experience in event management, meet new people, develop new skills and make a real difference by helping raise funds that support the people who rely on Nugent's services.

Suggested Time Commitment: This role is flexible and based around our events calendar. Volunteers can choose which events they would like to support, with most opportunities taking place during evenings or weekends. We recommend a commitment of around 2–4 hours per event, although some larger events may require additional time.

Volunteer Duties

- Assist with setting up and preparing event venues.
- Welcome and register guests, participants and supporters.
- Provide information about Nugent and the event to attendees.
- Help with event activities, games, raffles, tombolas or other fundraising initiatives.
- Sell raffle tickets or merchandise where appropriate.
- Support with collections and donation points.
- Assist with directing guests and ensuring they have a positive experience.
- Help pack away equipment and materials at the end of the event.
- Represent Nugent in a friendly, professional and enthusiastic manner.
- Report any issues or concerns to the event lead.

Qualities, Experience and Skills

- A friendly, welcoming and approachable manner.
- Good communication and interpersonal skills.
- The ability to work as part of a team.
- Reliability, punctuality and flexibility.
- Confidence interacting with members of the public.
- A willingness to get involved and support a variety of tasks.
- Good organisational skills.
- Willingness to follow Nugent's policies, procedures and health and safety guidance.
- Willingness to observe confidentiality where appropriate.
- Previous customer service, fundraising or event experience is desirable but not essential.
- Willingness to undergo a DBS check where required for specific events.