



*Being there for you
and your family*

ROLE DESCRIPTION

ROLE TITLE:	Event Support Volunteer (set-up/take-down support)
REPORTS TO:	Lottery Promotions Lead
HOURS OF WORK:	Variable, core times are Saturday and Sunday
BASE:	LOROS Hospice, Groby Road and various locations throughout Leicester, Leicestershire and Rutland

SUMMARY OF VOLUNTEER ROLE

LOROS Lotteries manages and coordinates the weekly lottery, bi-annual raffles and scratch card sales. Event Support Volunteers will be required to use their own vehicle (mileage covered by LOROS) to transport equipment, stock and floats to and from event venues across Leicester, Leicestershire and Rutland. Once at the event, they will be required to support the setting-up of gazebos, tables, chairs and promotional items, returning at the end of the event to dismantle the equipment and transport it back to LOROS. This is a great opportunity for anyone wanting to explore a career in events or the charity sector, or looking to enhance their CV with work experience.

Personal qualities to fulfil the role

Friendly, flexible, reliable and able to fulfil the duties required of the role.

Training required to fulfil the role

Role related training will be provided by LOROS Lotteries, including Gambling Commission training. This is simply a short introduction to LOROS Lotteries.

Mandatory training includes:

- Fire Safety Awareness (repeated annually)
- Health and Safety (repeated every 3 years)
- Equality and Diversity (repeated every 3 years)
- Safeguarding (repeated every 3 years)
- Information Governance (repeated annually)

GENERAL GUIDELINES FOR VOLUNTEERS:

1. All volunteers are subject to Equal Opportunities Legislation, the Data Protection Act and LOROS Confidentiality Policy.
2. All volunteers are subject to LOROS policies, procedures and conditions of service, with reference to the Health and Safety at Work Act 1974.
3. All volunteers should be aware of and aim to contribute to LOROS' Vision and Mission and also strive to exhibit the Values & Behaviours at all times (see attached document).
4. All volunteers will receive a handbook which outlines key information, it is the responsibility of the volunteer to read this book and sign to confirm.
5. In the event that a volunteer is unable to attend their allocated duty, they should contact the named staff member as soon as possible to notify absence.
6. All volunteers are entitled to receive appropriate training and support to fulfil their role, this will be discussed and appropriate plans put into place by the Hospice.
7. All volunteers should be aware of the Safeguarding Procedures and be able to escalate any concerns.
8. An opportunity to support LOROS Local by providing information and support to those accessing the vehicle with regards to raising awareness of all the hospice services.



Our vision and mission

Vision

(Our long term aspiration for our society)

Everyone with an incurable illness has the right to excellent care. This should value and respect their uniqueness and their own choices. People should be enabled to live and die with dignity and with appropriate and compassionate support for themselves and their loved ones.

Mission

(Our goals and activities in working towards our Vision)

LOROS is a charity whose aim is to enhance the quality of life of adult patients with cancer, progressive neurological conditions and end-stage organ failure for whom curative treatment is no longer possible. Patients are treated at the Hospice and in the community based upon clinical need, regardless of background and the ability to pay.

LOROS specialises in holistic, multidisciplinary care, focused on the whole person and including family and carers. The care given takes into account the patients' physical, psychological, social and spiritual needs as well as their own choices. Family members are supported in adjusting to loss and bereavement.

LOROS contributes to the education and training of its own and other health and social care professionals and of volunteers. The charity is also committed to research in order to improve the understanding and practice of palliative care.

loros.co.uk

Registered Charity No: 506120

LOROS

Hospice Care for Leukaemia, Lymphoma & Blood

Being there for you
and your family



Our values and behaviours



Professional

Showing respect to patients and families, as well as members of our community, staff and volunteers.



Focused

On exceptional quality service and support for patients and families whilst listening, learning and adapting to their diverse needs.



Collaborative

Working together as colleagues and with local, regional and national partners to grow meaningful relationships and achieve sustainability.



Compassionate

Showing kindness, discretion and sensitivity as we care for our patients, families, our community, staff and volunteers.



Trustworthy

Be honest, reliable and consistent, showing respect and dignity in everything that we do.



Accountable

To our patients, their families, our community, staff, volunteers and external organisations/bodies.

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LOROS

Hampshire Care for Leukaemia, Lymphoma & Blood

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LOROS KEY FACTS

MARCH 2021

LOROS Hospice is a registered charity and also a company limited by guarantee which is governed by a Board of up to 15 unpaid voluntary Trustees. It is regulated by the Charity Commission, Companies House and the Care Quality Commission.

£8.8M

Expenditure on patient care per year

£6.4M

Minimum amount of income to be raised per year

Excludes the activity of LOROS Education, which is a self-funding service.



>2,959

No. of individuals receiving patient care from LOROS per year



Of whom
713

admitted to
Inpatient Ward



31

beds in
Inpatient Ward



Average length
of stay

14 days



£593

Cost per bed/day
including overheads



Cost per attendance
for Day Therapy **£275**

Day therapy now offers support to patients by a much wider range of professionals including physio, occupational and complementary therapists, doctors and chaplaincy.

Cost per hour of running the charity



£1,007



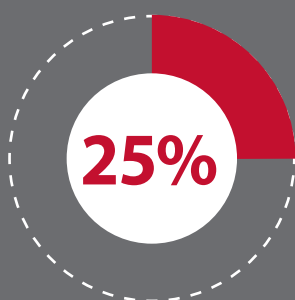
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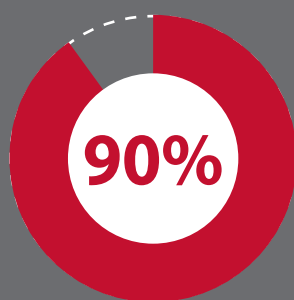
employees

1,300

regular volunteers



Portion of
expenditure covered
by NHS



Portion of charity
costs directed to
care services

Deliver **1,516**
hours of educational training a year



24,235

LOROS Lottery numbers



29

LOROS
Shops

All money raised is spent locally in Leicester, Leicestershire and Rutland.

Figures accurate as at 31st March 2020 | Source: 2019/20 Statutory Accounts and Clinical Dashboard

loros.co.uk

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LOROS

Hospice Care for Leicester, Leicestershire & Rutland

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