



Volunteer Van Driver



St Gemma's Hospice currently has 26 shops as well as the busy Retail Hub, which includes the warehouse and E-commerce department. Stock is sorted and distributed from our warehouse, as well as being donated across our shops. We currently collect furniture and larger donations from the public which is sold at our dedicated furniture shops.

About St Gemma's Hospice	St Gemma's Hospice is one of the largest hospices in the UK. The Hospice provides expert palliative and end of life care for thousands of people in Leeds each year across our community, in-patient and day services. It is a prominent and respected charity at the heart of the local community. St Gemma's welcomes and provides care to everyone regardless of people's age, gender, disability, race, religion, sexual orientation or diagnosis. Our care is always completely free of charge
Location of Position	Van pick up and drop off, St Gemma's Hospice Retail Hub, 54 Waterloo Lane, LS13 2EL. Stock pick up and drop off, Retail Hub 54 Waterloo Lane, Bramley, Leeds, LS13 2EL.
Time commitments	Preferably a Monday but would welcome applications for other days. Times are flexible between 9am and 4pm
Description of the tasks	Our Volunteer Van Drivers deliver and pick up stock from St Gemma's shops and customer homes. Vehicles are picked up from the Hospice and driven to the retail hub to collect details of the daily route. Tasks include: <ul style="list-style-type: none"> • Deliver supplies from the retail hub to our shops. • Liaise with shop staff re stock to be transferred back to the retail hub or to other shops. • Visit customer homes to pick up pre-booked items. • At the end of the volunteer session, unload all stock at the retail hub and return the van to the Hospice. • Keep the van clean and tidy & adhere to health & safety guidelines
Skills and Qualification	<ul style="list-style-type: none"> • Excellent customer service skills • Able to work as part of a team • Have a good level of physical fitness

St Gemma's Values & Behaviours	St Gemma's has a set of values and behaviours to improve the experience for our patients, staff & volunteers. This means that in undertaking this role you are expected at all times to behave in a way that demonstrates commitment to the delivery of thoughtful care to all and continual improvement in line with the values of Caring, Aspiring & Professional .
Training and Support	<ul style="list-style-type: none"> • Volunteers will be provided with a comprehensive training booklet which will be used during the induction process • All volunteers are offered our Hospice induction program (currently via zoom) • Regular training updates in-line with the development of the role • Regular volunteer events to share ideas and socialise with volunteers and staff. • Activities are supported by Hospice staff during the sessions.
Reimbursement of expenses	If you volunteer for four hours or more in one day, we can offer expenses for lunch or travel, up to agreed maximum levels
Application procedure	Please fill in the application form via our website Search Jobs (current-vacancies.com) or if you require assistance to fill in your application form please contact the Volunteers Co-coordinator charlotte.hagerty@st-gemma.co.uk or call 0113 2185193.
Contact information	If you would like further information on this opportunity please contact Christine Driver on 0113 2557552 (Option1) or email christinedriver@st-gemma.co.uk