

Volunteer Role Profile

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| Role title | Van Drivers Assistant |
| Purpose of the role | This role is important in ensuring that donated items are collected across the local area and distributed to the Store Support Centre, stores, and our Welfare Centre. |
| What you will be doing | <ul style="list-style-type: none"> • Accompanying the NOAH van driver to various locations in Bedfordshire and Hertfordshire to collect donated items • Assisting with distributing stock to the NOAH charity stores, and moving items between NOAH sites • Assisting with collecting donated food from local supermarkets to take to our Welfare Centre • Accompanying the van driver on runs to warehouses and other locations to collect large donations to be taken to the Store Support Centre or Welfare Centre |
| Skills, experience and qualities needed | <p>You will have good communication skills, and a friendly and calm manner. You will be physically able to manage lifting and moving, and any of the following would also be great to have:</p> <ul style="list-style-type: none"> • Experience of working in a warehouse or delivery environment • Good level of reading and writing English |
| When and where | The Store Support Centre is at Portland Court, Kingsway, Luton and our stores are in Luton town centre, High Town, and Lewsey Farm. The Welfare Centre is at Park Street, Luton. Volunteers are flexible and do not have a minimum commitment, actual dates and times will be agreed in advance. Available hours will generally be from 9.00 am to 5.00 pm, Monday to Friday. |
| Support offered | <ul style="list-style-type: none"> • You will be assigned a named staff member as a direct contact for any questions or queries you may have • Relevant training will be offered, such as manual handling • All travel and incidental expenses will be covered (as agreed in advance) |
| What you could get out of it | <ul style="list-style-type: none"> • Experience of working with a charity • Experience of working in a commercial delivery team • Meeting new people • The satisfaction of knowing you have helped support someone that is either homeless or at risk of being homeless |
| Other relevant information | This role will require moderate physical effort |
| What to do if you're interested | Fill out a volunteer application form on our website or email volunteers@noahenterprise.org and we will send you a form |

Roles may be flexible – please contact us if you have any questions