

Volunteer Role Description

eBay

Department eBay shop

Days & Frequency Monday to Friday - one 3-4 hour session a week

Overview of role:

To help Wirral Hospice community shops generate vital funds to provide services and care to patients with life limiting illnesses and to support their families and carers.

The hospice eBay shop is becoming more and more popular and we to expand the team to help in photographing items and listing new items on eBay.

Activities you will be involved in:

- Receiving stock from shops and processing
- Preparing stock - sorting and steaming where necessary
- Photographing items
- Listing items on eBay and monitor activities on eBay.
- Packing and posting sold items
- Promoting the Wirral Hospice brand

What we are looking for:

- Able to work as part of a team or on own initiative with flexibility
- Good communication and numeracy skills
- Good photographic skills IT skills using eBay
- Able to lift and move stock as required
- Calm, friendly and approachable
- Understanding of boundaries and confidentiality

Time commitment:

We are looking for volunteers able to commit to one 3-4 hour session per week.

Anything else you need to know:

- Voluntary post subject to Disclosure & Barring Service check every three years
- Volunteers are required to maintain confidentiality around patient and Hospice information.
- Volunteers over the age of 16 welcome.
- Training where identified will be provided.

