



## Volunteer Role Description

<b>“Individual” Volunteer</b>	
<b>Main purpose of the volunteer role</b>	<p>To support the ROS to provide support and information to those affected by osteoporosis and raise awareness more widely in a local area.</p> <p>This voluntary role may include a variety of activities depending on interest, experience and skills of individual volunteers and after discussion with the ROS VPE Team.</p>
<b>Tasks</b>	<p>These may include:</p> <ul style="list-style-type: none"><li>• Supporting the ROS and VPE Team to put on occasional events to support people affected by the condition. This may include patient education and information sessions, newly diagnosed sessions and peer support meetings.</li><li>• Giving talks to local community groups on osteoporosis and the support and information available from the charity</li><li>• Awareness, campaigning and fundraising activities</li><li>• Adhere to ROS policies and support completion of relevant health and safety/reporting paperwork</li><li>• Supporting recruitment of new volunteers and informal helpers</li></ul>
<b>Place and Time</b>	<p>The position is offered on a voluntary and unpaid basis. Travel and subsistence expenses will be reimbursed in line with ROS policy (and as agreed with your staff contact in advance).</p>
<b>Benefits to the volunteer and to the ROS</b>	<p>As a volunteer you will be given the opportunity to have free honorary membership to the ROS worth £24 per year *correct Nov24</p> <p>A full ROS induction, support from the Volunteering and Public Engagement (VPE) Team and fellow volunteers to complete your role and enrolment to our 2025 rewards and recognition programme. Other volunteering opportunities become available across the ROS and, as with all our volunteers, we encourage you to explore other ways to become involved and discuss any ideas you might have.</p>
<b>Any knowledge, skills and personal qualities required for the role</b>	<p>Communication and administrative skills are desirable alongside basic IT skills.</p> <p>Being able to work as part of a team is essential, including the ability to understand perspectives of people affected by osteoporosis in a wide range of ways beyond your own unique experience. The ability to communicate clearly, both verbally and in writing, and to listen, is important for this role.</p>

	<p><b>Other skills required:</b></p> <ul style="list-style-type: none"> <li>• Confidence speaking to members of the public and health care professionals.</li> <li>• Able to take an active part in meetings with a mixed group of people</li> <li>• Organised and methodical, especially with managing your time and meeting deadlines.</li> <li>• Access to and able to use Microsoft Word, MS Outlook, and MS Teams.</li> <li>• Positive outlook, friendly and personable. Good listener.</li> <li>• Able to access opportunities outside the home</li> </ul> <p>A knowledge of Osteoporosis is not required, a genuine interest in supporting the work of the charity is most important. We encourage people from all backgrounds to apply for this role – if you require any additional support in doing so, please let us know.</p>
<p><b>Training</b></p>	<p>An induction and welcome session will be arranged when you are onboarded as a new volunteer with us. Other training, relevant to the role and any additional tasks is available from the centrally based Volunteering and Public Engagement (VPE) Team and other relevant staff where required. Please note all support will be provided by the charity remotely.</p>
<p><b>How will you be supported in your role?</b></p>	<p>The person who will support you in this role will be:</p> <p><b>Volunteering and Public Engagement Officer</b></p> <p><a href="mailto:volunteerengagement@theros.org.uk">volunteerengagement@theros.org.uk</a></p> <p><b>Travel expenses: Travel expenses can be claimed.</b></p> <p>The position is offered on a voluntary and unpaid basis. Travel and subsistence expenses will be reimbursed in line with ROS policy (and as agreed with your staff contact in advance).</p>