



## **Pregnancy Matters™ Centre Volunteer - Role Description**

### **Organisation and overview of the Charity**

Life is a national charity combining nationwide services providing positive alternatives to abortion with prolife advocacy and education work, through our Pregnancy Matters™ and Life Matters® services.

### **Why we need volunteers**

Our staff run vital services for pregnant women and new mums, and we rely on volunteers to help us do this.

**Responsible to** One of our Pregnancy Matters™ Managers

### **What does it involve?**

- To be the first point of contact for clients entering the Pregnancy Matters™ Centre
- Processing donated mum and baby items and keeping inventory
- Sourcing mum and baby items and delivering them to clients if required
- Providing a safe space to talk to people facing a crisis pregnancy
- Keep data for monitoring by Life
- Attending meetings and training as required

### **What skills do you need?**

- Good people and telephone skills
- Basic IT skills (Microsoft Office) (desirable)
- Be comfortable to volunteer within a group or by yourself
- Good communication skills
- Full driving licence (desirable)
- Good attention to detail and good organisational skills

### **What are the benefits?**

- Opportunity to meet new people
- Training and support
- Work experience – something to put on your CV
- Knowing you are helping to make a difference
- We are open to short- or long-term volunteering with hours to suit
- Reasonable out-of-pocket travel expenses

### **What next?**

Contact us on [volunteering@lifecharity.org.uk](mailto:volunteering@lifecharity.org.uk) or ring us on 01926 312272 and ask to speak to our HR Manager.