Speaker Volunteer Welcome Pack

Thank you for registering as a Speaker Volunteer at Marie Curie. This welcome pack is designed to support you in your first few weeks as a volunteer, giving you some top tips to help you in your role. We can't wait for you to get started!

A big thank you

"Welcome to the Marie Curie community. Can I start by saying the biggest thank you to you for taking on your role as a Speaker volunteer at Marie Curie.

Volunteers play such an important part in our journey at Marie Curie, and we really wouldn't be able to achieve the great things we do without people like you. For that, can I take this opportunity to welcome you and promise you that we truly value the precious commodity you are offering, your time.

I really hope that you enjoy the role you are taking on and look forward to hearing all about the impact you are making in your local community for Marie Curie.

Thank you, and good luck. We couldn't achieve our ambitions without you."

Richard Scott, Head of National Volunteering



Your role and responsibilities

In your new role, you'll be giving talks to a variety of audiences in your local community to help raise awareness of Marie Curie.

Marie Curie is a registered charity in England and Wales (207994) and Scotland (SC038731).
Registered as a company limited by guarantee in England & Wales (507597).
Registered Office: One Embassy Gardens, 8 Viaduct Gardens, London, SW11 7BW.

Our top tips for getting started:

- Now is a good time to start thinking about the types of venues in your local area that you might like to speak at. Have some ideas ready to discuss with your Volunteer Manager.
- Finding speaking opportunities might seem like a big task to start with, but the best approach is to break it down and spread it out. Set some time aside each month to do some research and outreach.
- When you start to find talks, don't over burden yourself. Make sure you balance it around what you can manage. Your Volunteer Manager may pass on any talk requests they receive from local organisations or groups, or if you're needed for a Marie Curie talk. They may also have some handy local contacts for you to explore on your own too.

Key information for your role

- As a new Speaker, you'll need to undertake our Speaker training programme. This consists of a set of 2 online training sessions, designed to support you in your role and develop your speaking skills. You will find out more on this in your induction.
- Each year, you'll be asked to complete your Volunteer Mandatory Training, which involves reading our training materials. This is just to ensure you are well equipped to undertake the role.
- Your Volunteer Manager will be able to let you know if there are any other speakers in your area to link you up with for support.
- As a volunteer, you are encouraged to claim any reasonable out of pocket expenses during the course of your volunteering. Your will find out more on this in your induction.

Key resources

Here are a few different resources that will come in useful for you in your role:

- **Fundraising Volunteer Resource Hub** – this is our online area for Fundraising Volunteers which contains lots of helpful information and all the forms you'll need. There is also a role-specific section for Speaker Volunteers like you, with documents to support you with planning your talks and beyond, such as PowerPoint templates and our script guide.
- **Speaker training information** – here you'll find our step-by-step guide to the training you'll need to undertake as a Speaker.
- **Marie Curie blog** – it's always great to build your talk around your own experiences of Marie Curie. However, if you're not quite comfortable with that, or you feel your talk could benefit from a wider variety of examples, you might find our blog a useful resource.
- **Community Fundraising enquiry form** – this online form may come in useful to pass on to interested volunteers when out and about in your community.

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Hear from one of our volunteers

"I really didn't know what to expect when I volunteered to help out collecting donations in Morrisons as part of the Great Daffodil Appeal. As it turned out, from start to finish, it was a great experience. People were so generous, not only with their donations, but also with their time, as they told us their own stories and the difference Marie Curie had made to them and their families."

John Jennings, Speaker Volunteer

Next steps

In the coming weeks, we will be in contact to organise your induction with you. Your induction will go into more detail on your role to help you feel fully informed before starting.

Please reach out to your Volunteer Manager if you have any questions in the meantime. You can also contact the Fundraising Volunteering Team: **FRVolunteering@mariecurie.org.uk**.

We look forward to hearing about the impact you have in your local community for Marie Curie in the future. Thank you, and good luck!

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