

Role Description (Basic)

Organisation name:		
Organisation purpose/mission:		
Volunteer role title:		
Purpose of the role:		
Key tasks & responsibilities:		
Timeframes:	No of hours required	
	When required	
	Length of term	
Person to whom volunteer reports:		
Screening required:	Police	Yes / No
	References	Yes / No
Training required or offered:		
Support & supervision provided:		
Performance measurements:		
Benefits offered:	Travel	
	Reimbursement	
	Work skills	
	Contacts	
	Other	
Ideal person specification:	Knowledge	
	Skills	
	Experience	
	Personal qualities	