



Be there for cats by becoming a
**recruitment support
volunteer**



Volunteer role description

Recruitment support volunteer

Cats Protection is the UK's leading feline welfare charity and our vision is a world where every cat is treated with kindness and an understanding of its needs.

Cats are at the centre of everything we do and our objectives are: homing, neutering and educating people about cats and their care.

We help thousands of cats across the UK each year thanks to our network of dedicated volunteers, employees and supporters.

A bit about this role

At Cats Protection we help thousands of cats each year and the majority of these success stories are thanks to the dedication and effort of our passionate volunteers. Our recruitment support volunteers help local volunteer groups and teams by promoting volunteer roles, matching passionate cat loving volunteers to roles and informing potential volunteers about the variety of volunteer roles available at Cats Protection.

What can you expect to be doing?

- Identifying opportunities for volunteer involvement
- Planning volunteer recruitment campaigns
- Managing volunteer recruitment by advertising and promoting roles
- Overseeing the volunteer application process
- Meeting potential volunteers and providing information about roles
- Matching potential volunteers with suitable roles
- Promoting a culture of volunteering best practice

- Free text as bullet points

What are the benefits to you and the cats?

You will develop new skills, expand your knowledge and make a significant contribution to improving the lives of cats and kittens by helping recruit other passionate, cat loving volunteers. You will also meet new people, make new friends and be part of a dedicated team of volunteers.

We're looking for someone with

- Good written and verbal communication skills
- The ability to use own initiative
- Willingness to be part of a team
- Good knowledge of IT
- Experience of recruitment and interviewing
- Confidence in meeting new people
- Good planning skills
- Experience in managing people
- Experience of managing volunteers (would be beneficial)

Time expectation

Our recruitment support volunteers usually spend 2 to 3 hours per week in this role, which is flexible and can be shared by more than one volunteer if needed.

Support, guidance and keeping you safe

At Cats Protection we believe our volunteers should be happy and confident in their roles. We provide support and guidance from our National Cat Centre and through our regional and local volunteer groups and teams. We offer engaging online and face-to-face training, expenses and have policies and processes to help volunteers get the most out of their time with us.

The wellbeing of our people is important and at Cats Protection we are committed to safeguarding children, adults at risk and all those that we come into contact with as part of our activities.

Thank you for joining us and sharing in this commitment and for everything you will do during your time with Cats Protection.

If you would like to find out more about this role, please contact: Insert name and contact details here.