

## Volunteer Role Description – BTRS Stock Sorting Volunteer

<b>Role Summary:</b>	<p>The main purpose of this volunteer role is to assist in sorting stock for our charity shop, No 31 to ensure we have items ready to sell.</p> <p>We are very grateful to generous people who donate items to us, but we rely on volunteers to help us to sort items ready for sale. This is an opportunity to work behind the scenes, providing much needed support.</p> <p>Your role can be flexible depending on your skills and experience with the various tasks outlined below.</p>
<b>Responsible to:</b>	Sammy Bryant-Kitching and Becky Bulmer (Shop Supervisors)
<b>Hours:</b>	<i>We need help Monday to Saturday, 10am to 4pm. Please note the shop is currently closed on a Monday which enables the shop floor space to be used for sorting.</i>
<b>Location:</b>	31 Otley Road, Headingley, Leeds LS6 3AA

### Main Tasks:

- Assist with processing donations (sorting into saleable stock and items for recycling)
- Steaming or ironing items as required
- Sizing, pricing and researching items
- Hanging or displaying items in the storage area or shop floor
- Organising seasonal items into storage area for future use
- Identifying useful items for a prop box, e.g. hearts for valentines or Christmas themes

### We are looking for people who are:

- Willing to learn about the work of Brain Tumour Research and Support Across Yorkshire
- Physically able to sort, lift bags of donations and climb stairs
- Someone able to commit to agreed hours and provide reliable support

### We can offer you:

- The opportunity to gain experience as part of a charity team
- Full induction and ongoing training
- Ongoing support and supervision in your role
- Opportunity to learn new skills
- Reimbursement of out of pocket expenses incurred whilst carrying our activities for BTRS, for example travel to the shop/parking
- BTRS commitment to Health and Safety and Equal Opportunities

## About Brain Tumour Research and Support Across Yorkshire

### Background

Founded in 2003 and originally named Andrea's Gift, Brain Tumour Research and Support Across Yorkshire (BTRS) is Yorkshire and Humber's leading brain tumour charity. Offering practical, financial and emotional support to both adult and child brain tumour patients, together with their families.

a: 31 Otley Road, Headingley,  
Leeds, LS6 3AA  
t: 0113 340 0111  
e: info@btrs.org.uk  
w: www.btrs.org.uk



We fund brain tumour research in Yorkshire; we hope this research, dedicated to identifying new approaches to the discovery and treatment of brain tumours, will improve outcomes for patients.

At BTRS we are a small team who are growing to meet the needs of those affected by a brain tumour in Yorkshire. Around 12 new cases of primary brain tumour are diagnosed in the region every week.

#### Our Mission

We are a Leeds based charity funding brain tumour research in Yorkshire and supporting people across the region affected by a brain tumour.

#### Our Vision

We want to cure a devastating disease that affects so many people. Whilst we are waiting for a cure we will provide the best patient and family support network in Yorkshire.

#### Our Key Aims

- Loving support: we offer an open door to a community who has been through this before
- Loving research: we fund next generation research because we want to find a cure

**By volunteering you would be making a valuable contribution to the lives of those affected by brain tumours across Yorkshire.**

**Please contact us on 0113 340 0111 to find out more about this opportunity or to request an application form.**

**To apply please send your completed volunteer application form to:**

Marie Peacock  
Charity Manager  
BTRS  
31 Otley Road  
Headingley  
Leeds  
LS6 3AA

Or email to: [info@btrs.org.uk](mailto:info@btrs.org.uk)

