

Volunteer Position Description

Role:

Community Champion

Location:

Varies

Purpose of the Position

The Community Champion will raise awareness of IBD and CCA in their local electorates and support lobbying campaigns for better quality of care and funding for IBD.

Responsibilities and Duties

Reporting to the Volunteers & Programs Coordinator, here is a suggested list of activities with targets which can be tailored to be better suit your existing skillset:

- Lobby your local MP and council (target: 2 meetings per year)
- Lobby your local MP and council about CCA special events, campaigns or projects, such as Awareness Month (target: 1 per year)
- Build relationships with local businesses, service clubs, schools and community leaders and educate them about IBD (target: 3 contacts)
- Ask local businesses to participate in our Can't Wait Program (target: 2 businesses on board)
- Contact local media (newspaper, radio etc.) to promote IBD and CCA by interview – with guidance from CCA's Content and Marketing Specialist (target: 1 interview per year)
- Provide information materials on IBD and CCA programs to local doctors, surgeries etc. (target: 3 locations per year).
- Represent CCA in a professional manner in-keeping with the aims of our organisation
- Provide a monthly report to the Volunteer & Programs Coordinator

Qualifications and skills required

- Commitment to our cause
- Personal connection to IBD
- Confident communicator
- Good organisational skills
- Moderate computer skills
- A reference letter

Commitment Expected

This position is flexible to fit in with your other commitments, but we do ask that you aim to meet the targets above or that you have tailored to yourself (this should only take a few hours maximum per month). We ask for a minimum commitment of



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12 months at which time there will be a review of your position. Please consider your current health and personal needs prior to committing to the role.

Training

Training will be provided by the Volunteer & Programs Coordinator prior to commencement of the role. This will include:

- General volunteer induction
- Welcome Pack with resources
- Advice and assistance prior to any meetings and/or interviews
- Regular, ongoing support, including refresher training, will also be provided by CCA