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# VOCAS Community Engagement Volunteer

**Volunteer Role Description and Purpose**

To assist in the promotion of VOCAS to communities and organisations to improve the visibility and accessibility of the service.

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**Responsible to: Volunteer Support Co-ordinator**

**Location: Bristol/Bath/North Somerset/Somerset/South Gloucestershire**

**This post is subject to satisfactory references and DBS check**

## VOCAS provides practical, emotional and advocacy support for adult victims of crime and anti-social behaviour. A Community Engagement Volunteer is required to assist in the promotion of the service and liaising with external contacts.

## Main Duties and Responsibilities

* Build networks with external contacts, promoting VOCAS.
* Liaise with and visit community groups to promote the VOCAS and what it can offer.
* Research and identify areas where victims of crime are not being referred to VOCAS.

## Organisational/Personal Responsibilities

* To take individual responsibility to alert the organisation to health and safety matters, and general organisational needs and issues.
* To attend team meetings, training opportunities and supervisions when appropriate.

**Skills/experience needed**

* Empathy towards victims of crime or anti-social behaviour.
* Positive attitude towards disability, equality issues and social status.
* Knowledge of the local area and communities.
* Good communication and presentation skills.
* Good organisation skills.
* Ability to work as a team and using own initiative.