

Support Event Helper

Role Profile

Often linked with a [local Branch or Group](#), a Support Event Helper provides general support in facilitating local events which engage those who are living with and affected by Motor Neurone Disease.

Support Event Helpers ensure that those attending events like coffee mornings, afternoon teas, support meetings, drop-ins and more, consistently have a safe, positive and comfortable experience in doing so.

Tasks and activities

- Provide general support in facilitating, promoting and attending local events – this may include welcoming attendees, supporting guest speakers, generally liaising with venue staff and answering questions
- Provide information about the MND Association and as needed signposting to its services
- Develop and maintain positive relationships with the other volunteers and staff locally
- Adhere to the MND Association’s policies and procedures, including Safeguarding
- Time commitment is variable depending on a number of factors – including personal capacity and local need.

This role is recruited through our Safer Recruitment process, which means that it includes an informal interview and two references.

Successful applicants will complete a general induction and sign off process, which involves e-learning and training.

Volunteers receive ongoing local support from their allocated Community Support Coordinator (‘CSC’) and local volunteers such as the Support Meeting Co-ordinator(s).

About our Support Event Helpers

Across the MND Association, everything we do is underpinned by our Values.

We are **One Strong Team**

- We develop and maintain positive and supportive relationships
- We work effectively together and ask for help and support when we need it
- We understand the importance of our role in supporting the delivery of quality events

We **think Big**

- We understand and celebrate how events can support people affected by MND
- We take part in appropriate learning and development to help us in our role
- We use basic ICT skills to undertake our role - e.g. Zoom/MS Teams, email, Office 365

We are **Determined**

- We are prepared to learn about MND and its impact on people and their families
- We ensure that we take steps to ensure our own and others’ safety
- We understand the need for confidentiality and the importance of data protection

We make **Every Day Count**

- We champion the [Vision and Purpose](#) of the MND Association
- We do our best to ensure people affected by MND have the right information about how to access and attend our events and services in a timely and accessible way
- We are always respectful and kind