

## We need your help – and we need it now!

The National Trust was built on the work of volunteers and its growth, and that of the Cheltenham and Gloucestershire Centre has depended on the commitment to the cause of people like you.

The National Trust's plan for the next 10 years is to:

- Play our part in restoring a healthy, beautiful, natural environment
- Offer experiences that move, teach and inspire
- Help look after the places where people live

The Cheltenham and Gloucestershire Centre is supporting this by offering members the opportunity to experience first-hand more National Trust properties through our talks, outings and holidays whilst raising funds for local Trust projects in a sociable and fun way.

We do this very successfully – and are looking for new volunteers to join our winning team.

## Could it be you?

We have compiled a (long) list of tasks that need doing – some only take an hour a year, others 52 hours a year or others as long as you want them to. Some can be done from home, some at lectures or outings, and some out at National Trust properties or in the local community. They cover a range of activities and skills and there is something for everyone

Whatever you choose to do as a volunteer you can be certain that you will be making a big difference.

It's not just your time you will be giving – it's your skills, experience, local knowledge and enthusiasm. We hope that you'll gain just as much from your involvement – whether it's making new friends, learning new skills or seeing behind the scenes.

We hope that volunteering with the Centre will feel like a two way deal – in that you get as much personal satisfaction from your volunteering as the Centre members will gain from the work that you do. We are sure that you will find fun and friendship as well as tasks to be done – that's what we have experienced!

## Interested?

Please come and talk to a Committee Member at one of our events or contact Peter Young 01242 520459 / 07971 018849/pnyoung@ormail.co.uk to have a chat and find out more.

Thank you!

[www.cheltglosntc.org.uk](http://www.cheltglosntc.org.uk)



## Why I enjoy volunteering – and you could too

"I moved to Cheltenham in 2008 and quickly got drawn into volunteering for the Centre. It's a good way to discover activities and make friends in a new place."

**Julph Miers, Vice Chairman and Publicity Officer**

"I enjoy volunteering for the Centre as it makes me feel useful in retirement"

**Dr Peter Young, webmaster and Walking Group co-ordinator**

"Volunteering with the Centre has been personally very rewarding – I am using both my previous work experience – and learning new things whilst enjoying working with a great team of people. It's good too to see how much enjoyment members get from the activities the Committee provide."

**Paula Ware, Membership Secretary and Newsletter production**

"I was interested to read that recent research by YouGov for the National Council for Voluntary Organisation (NCVO) involving over 10,000 shows volunteering can be truly transformative for people's lives.

<https://www.theguardian.com/world/2019/jan/25/new-big-society-britons-volunteer-survey-reveals-benefit-mental-health-loneliness-antidote>

It reduces isolation, improves confidence, provides new experiences, improves employment prospects and fundamentally is deeply rewarding.

Almost four in 10 Britons volunteer, with the vast majority saying it benefits their mental health and acts as an antidote to loneliness.

That can't be a bad thing – and you could be part of it."

**Bill Cronin, Chairman and Newsletter email distribution**

# Volunteering opportunities – is one of these for you?

## Running the Centre

- Chairman – to direct the Centre, and take us forward and be our public face
- Vice Chairman – to support the Chairman and add their flair when deputising
- Finance – to help our Treasurer in manage our finances effectively
- Secretary – to provide general administration support we need to keep going
- Committee members – with fresh ideas to reinvigorate the Centre
- AGM organiser – to book a venue and speaker, and produce minutes

## Membership

- Create membership packs to attract new members
- Respond to membership enquiries by phone or email
- Create and update membership records – manual and database
- Process annual membership renewals
- Help with checking in members at AGM

## Publicity

- Talk to local volunteer groups at National Trust properties eg Chedworth Villa, Ebworth, Croome Park, about the Centre, and encourage them to promote us locally
- Contact local media so they know more about us and our programme of activities
- Write articles for volunteer newsletters and local publications
- Distribute publicity locally to community hubs, retirement apartments, coffee shops and pubs
- Distribute membership leaflets to local National Trust properties when you visit.

## Talks

- Contribute ideas for speakers
- Help to select speakers
- Host speakers at the event – and send them thank you notes
- Provide technical help setting up lectures
- Deal with health and safety matters
- Do a write up of a talk for the Centre's quarterly newsletter
- Help find suitable meetings places for our events
- Welcome and sign in members at events
- Collect and bank the money taken at events
- Welcome guests at events and make sure they have membership information
- Serve tea and coffee at events

## Outings and holidays

- Have ideas of where the Centre could visit by coach or by car
- Contact properties and places to visit
- Arrange transport and negotiate charges
- Deal with health and safety matters – for example do risk assessments
- Work out costings
- Write promotion material and booking forms for the newsletter
- Receive the forms and payments – and confirm bookings and bank the money
- Count people on and off coaches
- Write up the event for the newsletter
- Report to main committee on funds raised and influence where donations are made

## Newsletter

### Production

- Negotiate print production costs and timings
- Manage contributions and collate content
- Write articles and provide photographs
- Proof read drafts

### Distribution

#### By post

- Collect newsletters from printer, stuff into envelopes, label and deliver for franking

#### By email

- Manage email address list
- Coordinate timing with posting of printed newsletters
- Email out to members, the NT and other supporter groups – and ad hoc requests

## Website

- Shadow webmaster providing technical help and creative ideas



in support of **National  
Trust**