



## Volunteer & Engagement Trustee

**Role Title:** Trustee – Volunteers & Engagement

**Location:** Alton and surrounding area

**Time Commitment:** 4–6 hours per month

**Term:** Typically 3 years (renewable)

**Voluntary Role**

### Purpose of the Role

The Volunteer & Engagement Trustee will help Energy Alton build, support, and retain a motivated volunteer community. You'll strengthen relationships, ensure volunteers feel valued, and help grow our network of energy advocates and community champions.

### Key Responsibilities

- Provide trustee-level oversight of volunteering and community engagement.
- Support volunteer recruitment through networking and partnerships.
- Develop clear volunteer pathways, roles, and expectations.
- Ensure volunteers receive induction, training, and ongoing support.
- Act as a link between volunteers, staff, and trustees.
- Promote good communication and positive volunteer experiences.
- Monitor volunteer engagement, retention, and wellbeing.

### Person Specification

#### *Essential*

- Strong people skills; approachable and friendly.
- Experience in volunteering, community work, or people coordination.
- Confidence in networking and building relationships.
- Ability to motivate and support others.
- Good organisational and communication skills.

#### *Desirable*

- Experience in volunteer management, training, mentoring, or coaching.
- Links to local community groups, businesses, or networks.
- Understanding of safeguarding and good volunteer practice.

### What You'll Gain

- The chance to grow a skilled, motivated community network.
- Board-level experience in a respected local charity.
- Opportunity to shape Energy Alton's work with people.
- Personal development in leadership and engagement.

