



Support with Mailing and Distribution

Location:

Could be our office at Henley House, Barnwood, Gloucester GL4 3RT or travelling around the county

Time Requirement:

Ad-hoc for a few hours each time.

Through out the year Age UK Gloucestershire have a number of different materials going out to people and places around the county. We produce our Grapevine Magazine twice a year, Guide to Later Life once a year and have several smaller leaflets which go into the community to help provide information and guidance. We're very aware of the isolation people can feel if they are not connected to the internet so ensuring our guidance reaches people physically is hugely important.

If you would like to support us but have less time or feel more comfortable working behind the scenes, this could be a great role for you!

Role Overview:

This role will involve a mix of preparation and distribution. Any kind of help is welcome in whatever capacity to support us with these processes. This role could be office based, some materials require packing into envelopes, addressing or organising. Alternatively you could help us with the physical distribution of materials, this would be to local organisations, community spaces and care homes around Gloucestershire. We are able to make this role fit you and can be flexible in how and when you help.

Requirements:

- Reliable, whilst this role can be worked to suit you we do have targets for our distribution which we must stick to
- Team working, to ensure the processes run smoothly
- Available within office working hours 9am-5pm if you are helping with packing or to collect the publications you're set to distribute

If this role sounds like a good fit for you, please get in touch.

Email volunteering@ageukgloucestershire.org.uk or call 01452 422660 to chat to Gail Harrison about this role.