Warehouse Assistant

Gain skills and help raise vital funds by volunteering in your local community.

Minimum time commitment: 4 hours per week

**Email our Volunteer Manager, Beth to find out more****.**

## About your role

Do you enjoy working in a fast-paced environment? Are you passionate about the sales industry, or do you have a love of shopping for or collecting vintage items? If so, Vision Foundation is waiting to hear from you.

Based in our Donations and Online Sales Hub in West Norwood, you will be responsible for quality checking items to be sold in our shops and via our eBay community. This could be anything from on trend fashion pieces to rare and vintage items. You’ll make decisions about pricing and quality. No one day is the same when working in our warehouse where you will join the team to assist in all aspects of warehouse management.

You don’t need any previous experience, as we believe everyone has something exciting to offer; a positive attitude and a friendly approach to chatting with other people goes a long way.

We particularly welcome anyone who is passionate about, or has lived experience of, sight loss.

### Where and when

You will be based at our South London Donations Hub shops in West Norwood. Supporting us for as little as four hours a week would have a huge impact on our work, but if you can spare more time that would help us even more. Let us know what hours and days suit you!

### Skills you will gain

* Working as part of a team.
* Experience with the logistics of running a fast-paced warehouse.
* Stock management, appraisal and distribution.
* Administrative experience arranging collections and deliveries.
* Health and safety.
* Manual handling.
* Experience in operating within a disability charity.

### Support you will get

* Volunteer induction into Vision Foundation.
* Relevant training to do your role efficiently and safely.
* One to one support and regular catch ups with your manager.
* Agreed out of pocket expenses (if you have any).
* Reasonable adjustments to make the role accessible to you.
* A work-related reference for you.

## Safeguarding

Safeguarding is everyone’s responsibility. Vision Foundation is committed to safeguarding and promoting the welfare and wellbeing of children and adults at risk, whether receiving services or being staff or volunteers. It expects all trustees, staff and volunteers to share this commitment.

You can read more about our charity and the work we do here:

<https://www.visionfoundation.org.uk/about-us/>