



# The Cancer Council Victoria: Volunteer Opportunities

## About Us

The Cancer Council Victoria is an independent volunteer-based charity, whose mission is to lead, coordinate, implement and evaluate action to minimise the human cost of cancer for all Victorians.

We conduct and support research, as well as delivering statewide support and prevention programs and advocacy to reduce the physical and emotional burden of cancer. Our leaders are of international standing and we are significantly and positively influencing the cancer agenda in Victoria and beyond.

We are a non-profit organisation and rely on the generous support of donors and volunteers.

## Cancer Council Volunteers

Volunteers help us to keep administrative expenses down and also raise important funds for and research, education programs and support services for people affected by cancer.

Cancer Council volunteers are from all walks of life. They have diverse backgrounds, interests and skills. One thing common to them all is their desire to put something back into their community.

## How can you help?

There are many volunteering opportunities at the Cancer Council:

### **Office Volunteers**

There are many different ways that you can assist the Cancer Council. Hundreds of volunteers work in our Melbourne offices on a weekly basis. Our volunteers participate in a wide variety of roles, including:

- Customer service in our retail shops
- Providing administrative support
- Assisting with mail orders
- Answering the phones in the Supporters Hotline
- Packing orders for retail merchandise
- General support tasks in the Volunteer Room (eg. Collating mail-outs)

### **Fundraising Volunteers**

Our major events include:

- Australia's Biggest Morning Tea
- Relay for Life
- Daffodil Day
- Girls Night In
- Pink Ribbon Day
- Call to Arms
- Clash for Cancer

Many thousands of volunteers get involved in these events by selling merchandise, holding their own events, assisting with administration in our head office, etc. The success of our fundraising events is entirely dependant upon the willingness and dedication of our volunteers and we thank all those involved for their important contributions. For more information about our fundraising events, visit [www.cancervic.org.au](http://www.cancervic.org.au) or call 1300 65 65 85.

### **Volunteer Units**

We have over 34 Volunteer Groups located throughout Victoria. These Volunteer Groups help support their local communities and raise vital funds for cancer research, education and support. Many participate in our major events, and they also organise a wide range of local fundraising events including stalls, raffles, trivia nights and open gardens.

For more information on Volunteer Groups contact:

#### **Volunteer Coordination Office**

Phone: 1300 65 65 85

Email: [volunteergroups@cancervic.org.au](mailto:volunteergroups@cancervic.org.au)

### **Relay For Life Survivors and Carers Walks**

Each Relay For Life event begins with a Survivors and Carers Walk that honours participants' courage, strength and victory over cancer. By attending a Survivors and Carers Walk, all Victorians can reflect upon their own cancer journey, or show their support for others facing cancer. For more information about Relay For Life, visit [www.relayforlife.org.au](http://www.relayforlife.org.au) or call 1300 65 65 85

### **Telephone Peer Support**

Cancer Connect is a telephone peer support service that puts people in touch with others who have had a similar cancer experience. A minimum two-year period since completion of treatment for cancer is required to be a Cancer Connect volunteer. Call the Cancer Council Helpline on 13 11 20 for more information.

### **Donations**

The Cancer Council is in desperate need of donations of wigs, beanies, and holiday breaks for people who are undergoing cancer treatment. We need more people to sew (not knit) hats, chemo caps and cotton scarves for summer. We also need more donations of holiday homes, units or retreats so we can offer cancer patients a short holiday break. It doesn't need to be long - can be a weekend or two a year.

### **Wills and Bequests**

People are encouraged to consider leaving a bequest. A wills guide can be obtained from the The Cancer Council Victoria. Call 1300 65 65 85 for more information.

### **Training**

We will ensure you have the right training to do the job. The type of training will vary depending on the role you are interested in. The majority of our volunteers will receive on-the-job training. However, some roles require volunteers to undertake specialised training specific to the role. All volunteers are invited to attend an orientation program to the Cancer Council.

### **What's the time commitment?**

Your level of involvement is completely up to you. You may want to help out every week or you might want to volunteer on a fortnightly basis. Volunteers generally complete a minimum of a six-hour shift, and a maximum of 16 hours per week. Most Cancer Council Volunteers will undertake a role that requires them to work one day per week.

Everybody has something to contribute, whether it is a one-off event or a regular commitment. The Cancer Council is made up of a strong team that benefits from small and large contributions.

### **Volunteer Locations**

The Cancer Council's head office and retail shop outlet is located in Rathdowne Street, Carlton. The Cancer Council also has a growing number of Volunteer Groups and Can Do Clubs in country Victoria and outer metropolitan areas.

### **Benefits of Volunteering**

Being a volunteer with the Cancer Council creates opportunities to:

- Make new friends and feel part of a team
- Undertake training and attend workshops
- Develop new skills that may help you get employment
- Feel a sense of personal achievement and satisfaction
- Gain a better understanding of cancer prevention and treatment
- Be part of a team of 40,000 people helping the Cancer Council to achieve its goals

## How do you join the team?

To become a volunteer you need to register your interest by completing an application form. Once we receive your application we will contact you to organise a meeting to discuss the volunteer role that would best suit you. Careful consideration is given to matching the right person to the right job.

To find out more about available vacancies at our offices contact Amanda Tanzimat on **(03) 9635 5235** or go to [www.cancervic.org.au](http://www.cancervic.org.au) and look under "Volunteer Opportunities". I can be contacted via email on [volrecruit@cancervic.org.au](mailto:volrecruit@cancervic.org.au).

To discuss becoming a Cancer Connect volunteer: **13 11 20**

**To find out more about fundraising volunteer opportunities 1300 65 65 85**

For further information about The Cancer Council Victoria please  
refer to our web-site: [www.cancervic.org.au](http://www.cancervic.org.au)