



## **Volunteer role description**

### **'Meet & Greet' volunteer**

Cats Protection is the UK's leading feline welfare charity and our vision is a world where every cat is treated with kindness and an understanding of its needs.

Cats are at the centre of everything we do and our objectives are: homing, neutering and educating people about cats and their care.

We help thousands of cats across the UK each year thanks to our network of dedicated volunteers, employees and supporters.

#### **A bit about this role**

Our Meet & Greet volunteers have the enjoyable role of providing a friendly, professional and warm welcome to all Adoption and Homing Centre visitors, helping with any queries they might have and signposting to other volunteers and staff if needed. By providing a warm welcome to all visitors, our volunteers play an important role in helping more cats and kittens find their loving forever homes.

#### **What can you expect to be doing?**

- Providing a warm and welcoming reception to all Adoption and Homing Centre visitors
- Signposting visitors to the initial paperwork they'll need to complete
- Passing on queries and requests to other team members as required
- Working as part of the team, alongside centre employees and volunteers
- [Free text as bullet points]

## What are the benefits to you and the cats?

You will develop new skills, expand your knowledge and make a significant contribution to improving the lives of cats and kittens by being the link between members of the public and Cats Protection. You will also meet new people, make new friends and be part of a dedicated team of volunteers.

## We're looking for someone with

- A friendly, outgoing outlook
- Good verbal communication skills with the ability to talk to people from different backgrounds
- An affinity with people
- Willingness to be part of a team
- A passion for feline welfare

## Time expectation

The hours are flexible to fit around your other commitments, with some weekends being a possibility.

## Support, guidance and keeping you safe

At Cats Protection we believe our volunteers should be happy and confident in their roles. We provide support and guidance from our National Cat Centre and through our regional and local volunteer groups and teams. We offer engaging online and face-to-face training, expenses and have policies and processes to help volunteers get the most out of their time with us.

The wellbeing of our people is important and at Cats Protection we are committed to safeguarding children, adults at risk and all those that we come into contact with as part of our activities.

Thank you for joining us and sharing in this commitment and for everything you will do during your time with Cats Protection.

If you would like to find out more about this role, please contact: [Insert name and contact details here].