



ORGANISATION

Ferne Animal Sanctuary – Wambrook

ABOUT THIS OPPORTUNITY

Receptionist Support

Receptionist support required to assist in our new rehoming/visitor reception area. To provide support to the reception staff, answering the phone, selling visitor passes, dealing with visitor enquiries, delivering internal mail around the sanctuary, and general admin tasks.

Finance Volunteer

Finance Volunteer to help within the finance department. General admin/clerical tasks.

No previous experience necessary for either role, just a friendly personality with an interest in animal welfare.

If you passionate about animal welfare and would like to help this local animal sanctuary, this could be the role for you.

No experience necessary but due to the rural location you will need to have your own transport.

Either of these roles could help enhance your CV, gain valuable work experience, increase your confidence, as well as making new friends. If you think role would suit you please contact me for further details.

AVAILABILITY

To be agreed.

HOW TO APPLY

If this or any other volunteering opportunity is of interest to you please contact:

Carol Davies, Volunteer Coordinator, Lyme Regis Development Trust.

Tel: 01297 444570 Email: volunteeringatlrtdt@gmail.com