

VOLUNTEER TITLE: E-commerce Volunteer – Discogs and Vinted

VOLUNTEER LINK: Jenny Johnson

Aims:

As a Vinted Pro Volunteer at St Oswald's Hospice, you will support our ecommerce team. You will help choose, prepare, and list good-quality clothing and accessories on our Vinted shop. Your work helps raise money for the hospice by turning donated items into income.

When / Where:

the space, Ouse Street, Ouseburn, Newcastle upon Tyne, NE1 2AG
Shifts between 8.00 and 16.00 Monday – Friday (Days and times agreed in advance)

Main Tasks:

- Look through donated clothing, shoes, and accessories. Decide which items are suitable for Vinted or Discogs.
- Research brands, trends, and prices to help set the best value for each listing.
- Photograph and merchandise items for sale
- Create clear and accurate listings, including writing simple descriptions, choosing prices, and uploading photos.
- Help with packing and posting items that have sold to ensure quick, safe delivery.

Skills and Experience:

- Interest in fashion, clothing resale, or online marketplaces.
- Able to notice good-quality items and current fashion styles.
- Confident writing simple, engaging item descriptions.
- Detail-oriented, organised, and willing to learn new skills.
- Reliable and comfortable working as part of a team.

Additional Info:

This role is part of our Volunteer to Career pathway. Taking part is completely optional. It can be a helpful opportunity for anyone who would like to start or move into a career in retail or fashion.

More information on Volunteer to Career is available at [Volunteer to Career | St Oswald's Hospice](#)

Personal Qualities:

- Ability to demonstrate St Oswald's Hospice values (Caring and Compassionate Accountable and Authentic / Positive and Can Do / Excellence and Innovation / Safe and Supportive.)
- Friendly and approachable

- Organised and adaptable
- Able to communicate clearly
- Respectful of confidentiality
- Identifies with St Oswald's Hospice Values and People Charter
<https://www.stoswaldsuk.org/who-we-are/our-values-and-people-charter/>

Benefits:

- Volunteering at St Oswald's Hospice gives you the opportunity to make a difference to people at a difficult time in their lives and to support your local community while helping to raise vital funds for St Oswald's Hospice.
- A chance to develop new skills, experiences and knowledge in online retail, fashion resale, and ecommerce platforms. Learn skills in product selection, photography, listing, and customer fulfilment.
- A chance to meet new people and be part of a creative, fun and friendly team.
- Reimbursement of your travel expenses.
- The support of a Volunteer Link who is an experienced member of the team.
- Access to training and support provided to our Volunteer to Career volunteers.

Essential Processes/ Training (Internal Info):

- ☒ Recruitment Pathway *[Off-site]*
- ☒ Minimum age *[16+]*
- ☐ ~~DBS check required *[specify Enhanced Children/Enhanced Children and Adults]*~~
- ☒ Health & Safety Training Online *[Retail]*
- ☒ Additional training specific to role *[Gift Aid]*
- ☒ Available on Volunteer to Career pathway *[Yes]*
- ☐ ~~Smartcard Required *[No]*~~
- ☐ ~~Home Working Risk Assessment *[if applicable]*~~

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www.stoswaldsuk.org