



## Insight Volunteer Volunteer Role Description

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All our activities and services are coproduced with volunteers and people affected by MS. We involve people who deliver and benefit from our services in every level of our decision making – in advisory, consultation, decision and insight groups. It's how we make sure we understand and deliver what our audiences need as effectively as we can.

As our Insight Volunteer you'll be a part of that process, helping to develop new resources by sharing your own opinions and experiences. You'll review and provide feedback about our publications, research reports and information on our website.

In this role you'll be able to develop your proof reading, communication and analysis skills.

Most importantly you'll be informing how we package and present information for our MS community.

### What the role involves

This role may vary depending on needs, but is likely to include:

- Contributing your personal story and opinion to a range of things we produce
- Providing feedback on our information and digital resources, which could include publications, research reports and the website content
- Reviewing our information and volunteer resources
- Contributing to the development of MS information resources, from publications to online resources and web pages
- Contributing to decision making and planning by providing feedback, and reviewing information
- Participating in filming, case study creation, blogs and vlogs for use in a range of media
- Attending meetings and forums alongside a staff member to offer personal insight to discussion

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**Together, we are strong enough to stop MS.**

Multiple Sclerosis Society. Registered charity numbers 1139257/SC041990. Registered as a limited company in England and Wales 07451571.

We can support you to develop the skills you need for this role, including an induction into all the areas outlined. You will have a chance to discuss your role and any additional needs with us.

## What you need for this role

### Essential

- Have a connection to MS, or be personally affected by MS
- Able to communicate and articulate your experience and views both orally and in writing
- Confident using Microsoft Office, the internet and email
- Able to apply disability, equality and inclusion practices

### Desirable

- Specific understanding and knowledge about the structures you are influencing, e.g. health care system, local government, public relations, social media (Project specific)
- Committed to our values

### In order to volunteer in this role you will need to:

- Complete the Welcome and Induction Checklist in the back of your [Welcome Pack](#) (opens in new window).
- Complete the training listed below:

<b>Role specific training</b>
Induction with your volunteer point of contact

## Sources of support

We will ensure that whilst volunteering with us you will have access to all the support you need to feel comfortable, confident with what you are doing, and able to achieve the most impact through your time with us.

In this role you will predominantly be supported by the staff members who recruited you to the role. They will be able to answer questions about what you'll be doing, your learning and where you can get more information.

The Supporter Care Team is your point of contact for queries to MS other Society departments. They can offer support and signpost you to the right person: [supportercare@mssociety.org.uk](mailto:supportercare@mssociety.org.uk)

Speaking to other volunteers from can be another source of support. This is something you could organise yourself or ask your volunteer point of contact to do for you.

Other staff who can support you are listed on our volunteer website: [volunteers.mssociety.org.uk/volunteering-with-us/staff-support](https://volunteers.mssociety.org.uk/volunteering-with-us/staff-support)

Our [Volunteers Website](#) offers guidance on the practices and procedure you should follow: [volunteers.mssociety.org.uk](https://volunteers.mssociety.org.uk)

## Additional information about our volunteering programme:

When you volunteer with us, you join our powerful community of people living with MS, scientists, campaigners, listeners, organisers, ambassadors and fundraisers.

Our shared commitments help keep our volunteering programme enjoyable, meaningful and safe for everyone.

Download [Our Commitments](#) here.