Cancer Campaigns Ambassador Charter

Introduction
Our Ambassador Charter aims to reflect the great value that volunteer Ambassadors bring to Cancer Research UK through giving time and sharing experiences. Volunteers champion the cause, bring new perspectives and help shape opinion. Our Ambassadors are brave, sharp and united – they challenge and influence politicians whilst representing us and their constituency.

Cancer Research UK recognises that volunteering should benefit the individual as well as the charity and we aim to ensure all of your expectations are met whilst you volunteer with us by offering support and guidance along the way.

Cancer Research UK has a full volunteering policy which can be found here. This covers areas not included in this Charter such as:

- Recruitment
- Equal Opportunities and Diversity
- Health and Safety
- Data Protection and Confidentiality
- Copyright, Intellectual Property and Photography
- Training and Development
- Addressing and Resolving Concerns

Cancer Research UK’s whistleblowing policy is here.

Cancer Research UK
Cancer Research UK is the world’s largest independent organisation dedicated to saving lives through research. We have over 40,000 volunteers and our charity relies overwhelmingly on the generosity of the general public, the bold fundraising activities of our volunteers, companies and trusts.

Thanks to the support of volunteers like you, we’ve made huge advances in the prevention, detection and treatment of cancer and survival rates have doubled over the past 40 years.

Cancer Campaigns Team and Ambassadors
The Cancer Campaigns team works to bring together our supporters, staff & scientists to achieve the right political environment to beat cancer sooner. We work with campaigners across the UK to strengthen our political asks by, for example, asking them to write to their local representatives. Our ‘Ambassadors’ are key in helping us lobby and promote Cancer Research UK’s objectives wherever possible. We work across the UK, at Westminster and in the devolved nations.

The charity welcomes volunteers of all ages and backgrounds, and will not discriminate against any volunteers in the selection process. Due to the nature of the activities carried out as an Ambassador, all Ambassadors must be aged 18 or over and be a permanent UK resident.
Cancer Research UK’s responsibilities to you

- We recognise that to have successful involvement of volunteers, we must be aware of your motivations, skills and experience.
- We will make sure you feel ready and supported prior to any campaigning activity, and provide you with appropriate information and/or skills development.
- We will keep you aware of campaign activities and invite you to any events in advance.
- We will ensure paid staff are given appropriate training and materials to effectively support you, and that we abide by all the charity’s policies relevant to working with volunteers (e.g. Equal Opportunities and Diversity, Volunteering Policy).
- We will recognise your contribution to the programme and celebrate your successes – after all, the programme wouldn’t be possible without you!
- We will respect your views; listen and learn from what you have to say, asking for your feedback when we make significant, strategic changes to our programme.
- We will provide timely and accurate information about the charity’s research work, policies and procedures.
- We aim to make volunteering fun therefore, we will be friendly and supportive.
- We will try to resolve any issues or concerns fairly.
- We will ensure the health, safety and welfare of all Ambassadors whilst undertaking their campaigning activities.
- We will respect the privacy of all Ambassadors and protect the data we hold about you, and contact you appropriately, respectfully and politely.

Our expectations of you as a volunteer Ambassador

- You will be enthusiastic, dedicated and proactive in your volunteering whilst upholding the charity’s reputation, including through any use of its name and logo.
- You will keep in contact and cooperate with paid members of staff, listen and learn from what they have to say, creating a pleasant and friendly atmosphere in which to achieve the aims of the charity.
- You will only undertake campaign activities that have been asked of you or agreed with the Cancer Campaigns team.
- You will work within the law i.e. Cancer Research UK is politically neutral and does not support or endorse any political party/candidate.
- You will support the charity’s Equal Opportunities and Diversity Policy and be respectful of the diversity of our volunteers.
- You will accept that the ultimate responsibility for the affairs of the charity rest with the charity’s Council and management.
- You will respect the need for confidentiality whenever you have access to restricted charity information. This will include the heads-up on campaign plans that you will receive ahead of activity going public.
- You will inform us of any conflict of interest i.e. any association with tobacco, asbestos or sunbed companies or their subsidiaries, as we campaign on such issues. If there is any doubt, please seek guidance from the Cancer Campaigns team.
- You should take care of your own health and safety whilst volunteering and that of others who may be affected by your acts or omissions. We do not directly supervise the activities of Ambassadors and trust that you conduct your volunteer work, in your community, in an appropriate manner.
- You will update us if the hours and nature of your contribution need to be adjusted i.e. your volunteering capacity is limited due to personal or health reasons.
- If you are put in contact with other Ambassadors you will respect their privacy,
protect any data you receive about them, and ensure any contact with them is appropriate, respectful and polite.

Expenses
Ambassadors are given the opportunity to claim previously agreed out-of-pocket expenses (i.e. travel). Payment of expenses must be authorised by the Cancer Campaigns team and can only be reimbursed upon production of receipts. When possible, tickets should be bought in advance and must be standard class to reduce travel costs. Please allow for up to 4 weeks for forms to be processed, after the Campaigns team has received them.

Where possible, the team will pre-book your travel and/or accommodation ahead of attendance at an event, to secure the best value for money for the charity and avoid Ambassadors needing to submit expenses claims post-event.

Moving on
We recognise that circumstances change and volunteers may wish to step down from the Ambassador role. If this happens, we will ask Ambassadors for feedback so that we can enhance and develop our programme for other Ambassadors.

The charity would be irresponsible if it permitted volunteers to continue beyond a point where volunteering may be detrimental to their own or other people’s health or safety and may decide it is appropriate for an Ambassador to reduce or cease their volunteer contribution.

Thank you
Our volunteers are at the heart of our work and are vital to Cancer Research UK building links to hundreds of communities all over the UK. We don’t receive any government funding for our research therefore, our volunteers contribute strongly towards our aims and objectives.

Thank you for your interest in joining our Ambassador programme – wherever you are and whatever your skills, we welcome and value your support.

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