

# How to search for a volunteering opportunity using the NHS Volunteering service

This guide explains how to search for a volunteering opportunity using the NHS Volunteering service.

Important: Search results will include:

- Organisations who may have NHS volunteering opportunities available.
- · NHS volunteering opportunities that meet your search criteria.
- NHS volunteering opportunities that could be carried out remotely from any location in England.

# **Contents**

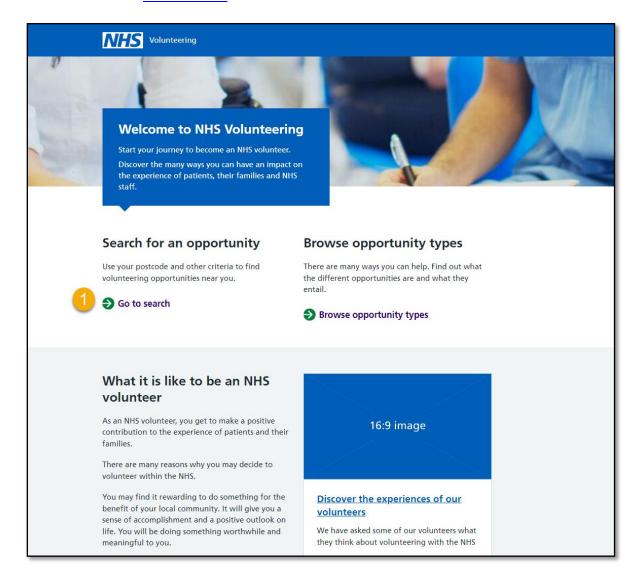
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## Go to the search page

**Important:** Go to the NHS Volunteering website to follow these steps.

To search for an opportunity:

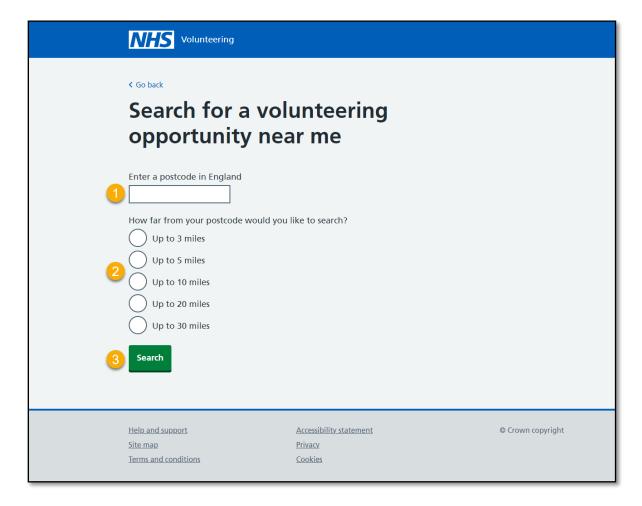
1. Select the 'Go to search' link.



## Search for volunteering opportunities near you

To search for volunteering opportunities near you:

- 1. Enter your English postcode in the 'Enter a postcode in England' box,
- **2.** Select how far, between 3 and 30 miles, from the postcode you have added you would be willing to travel.
- 3. Select the 'Search' button.



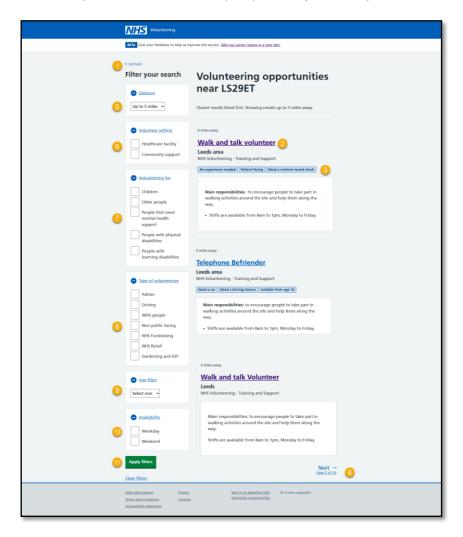
#### **Volunteering search results**

This page explains how to use the NHS Volunteering search results page.

**Important:** You can filter your results to show only certain types of opportunity.

To navigate the search results:

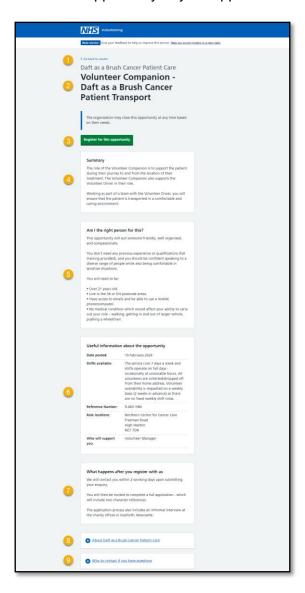
- 1. Select the 'Go back' link to return to the Search for a volunteering opportunity near me page.
- 2. Select the 'Opportunity title' link to view the full advert for that opportunity.
- 3. View the 'Tags' that give you helpful information about the opportunity.
- 4. Select the 'Next' link to view more opportunities.
- 5. Use the 'Distance' filter to select how far you would like to search for opportunities.
- 6. Use the 'Volunteer setting' filter to select the setting of the opportunity.
- 7. Use the 'Volunteering for' filter to select who you would like to volunteer with.
- 8. Use the 'Type of volunteering' filter to select type of opportunity.
- 9. Use the 'Age filter' to select opportunities for under or over 18-year-olds.
- 10. Use the 'Availability' filter to select weekend or weekday opportunities.
- **11.** Select the 'Apply filters' button to apply any filtering options you have selected.



#### Volunteering opportunity advert

This page explains the information and links on a volunteering opportunity advert.

- 1. Select the 'Go back to search results' link to return to the Search results page. (Optional)
- 2. This shows the title of the volunteering opportunity.
- 3. Select the 'Register for this opportunity' button to apply for the opportunity.
- **4.** This shows a summary of the opportunity to help you understand what's involved.
- 5. This shows a summary of skills and other requirements you'll need for the role.
- **6.** This shows other useful information such as available shifts, where the opportunity could be based and who will provide support.
- 7. A summary of what happens once you've registered your interest.
- **8.** Select the 'About organisation' link to find out more about the organisation.
- **9.** Select the 'Who to contact if you have questions' link to see contact information if you have questions about the opportunity or your application.



You've reached the end of this user guide.