



VOLUNTEERING WITH HIGHLAND COMMUNITIES CREDIT UNION

Highland Communities Credit Union is a not for profit, community cooperative, run by its members for its members.

Similar to banks, it provides a Savings and Loans service with a built in Life Insurance Policy. It differs from banks in that, all profit made on interest from loans is paid directly back into the Credit Union and no shareholders are rewarded. There are no large bonuses paid out and no risky investments.

The Credit unions main aim is to help people, by promoting saving and providing a responsible place to borrow money i.e. financial awareness. HCCU seeks to promote awareness through schools and businesses.

ASSISTING HIGHLAND COMMUNITIES CREDIT UNION IN THE PROVISION OF SERVICES.

Volunteers of HCCU deal with information that is both confidential and sensitive and it is ESSENTIAL that it is treated as such.

To volunteer with HCCU you must be a member of the credit union. You will also be required to sign a declaration of secrecy form. Directors may require further investigation. This is in order to be compliant with banking rules and regulations, data protection and respect to fellow credit union members.

COLLECTION POINT VOLUNTEERS

- To collect and record member's payments to shares and loan repayments.
- To bank monies collected
- To assist members to complete forms correctly
- To provide information to members and prospective members, and to promote HCCU's services

Collection point for Fort William is based in the Council building on the High Street and is from 11.30am to 12.30pm every Thursday.

Collection points are also run in schools. Volunteers need to check with schools for their opening times as these are restricted to the most suitable times within the school curriculum. Volunteering in schools requires commitment for up to 1 hour a week throughout term time. It will involve supervising and helping children with the money transactions and then banking the money at the local post office. Promoting the benefits of saving and understanding money is also helpful.

Collection points in schools in Lochaber Area:

- Arisaig
- Banavie
- Caol
- Gaelic School – Hoping to start August 2016
- Lochaber High School
- Lundavra – Hoping to start August 2016
- Kinlochleven – Hoping to start August 2016

Beneficiaries

The people who benefit from the work carried out by volunteers are all the existing and prospective members of HCCU i.e the population of the Highlands.

HCCU believes that as a local not-for-profit organisation, we are helping the local economy as well as members who use our services.

If you would like to find out more or know someone who would benefit from this service, please get in touch.

Support and Accountability

Volunteers are supported by, and accountable to, the Office Manager, and ultimately to the Board of Directors.

Initial training will be carried out.

Training will also be periodically available to volunteers through other agencies e.g. ABCUL

Knowledge/Skills/Qualities/Experience

Essential

Basic numeracy skills

Ability to explain documents, and occasionally, policies.

Ability to work as part of a team

Accuracy

Desirable

Cash handling experience

Organisational skills

Friendly

Approachable

Benefits

- Meet new friends
- A chance to get involved in the operation of a local mutual group, and to impact policies and procedure
- Playing a worthwhile part in the local community.
- Learn new skills to enhance employability or for personal development.

For more information about Volunteering with Highland Communities Credit Union please contact Marion on 01397 700746 or marion.lcu@outlook.com