

MEET THE HVC TEAM



Emma Healey - Centre
Manager

Our Centre Manager, Emma, is responsible for the future direction of the Volunteer Centre in terms of identifying and developing new areas of work and ensuring that existing core services remain viable. This includes producing our Business Plan, and Annual Work Plan, submitting applications for

funding new and on-going projects, as well as general fundraising, managing budgets and staff management and adapting to the changing needs of the community. As Centre Manager, Emma identifies opportunities to develop new projects, and is responsible for the overall implementation and deliverance of these projects and services.

Karen Kerridge – Volunteer Support Officer



As our Volunteer Support Officer, Karen is responsible for recruiting and supporting volunteers for new and existing projects, and for promoting and developing volunteering opportunities within the local community. Karen is first point of contact for new volunteers offering support and guidance where appropriate and co-ordinating induction and training as required. Karen is also responsible for promoting the Volunteer Centre through regular 'pop-up' shops at the Library and Cutlers Hill Surgery.

Helen Dewsbery – Senior Office Administrator



Helen and Kay job share the role of Office Administrator and they are responsible for co-ordinating the Community Car Service, receiving and recording transport requests, matching volunteer drivers and passengers for journeys and keeping accurate records. Helen and Kay are the first point of contact for enquiries and personal callers to the centre, and assisting with requests for information.

Kay Gregory – Office Administrator

