



volunteer as a  
**caba champion**

**caba:**

## our shared purpose: **why volunteer**

Volunteer as a caba champion, and you'll help raise awareness, connect with harder-to-reach ICAEW members, and offer valuable insights to strengthen caba's impact. Our goal is simple: to ensure every eligible member knows about the support available – and how to access it when they need it most.

## our vision: **what we are working towards**

We're building a vibrant, engaged network of caba champions that together we will:

- Advocate caba's mission and amplify its services
- Connect with ICAEW members and help build pathways to support
- Help normalise seeking support - especially around health or financial challenges
- Represent a mix of career stages, locations, and sectors – to help reach ICAEW members wherever they are
- Provide insights and generate networking opportunities to help caba focus support
- Share knowledge and strengthen our community
- Embody and uphold caba's values



## as a volunteer champion, the role commits to

**Being a visible advocate** – Raise awareness of caba's support and help shift perceptions. Share stories, support and/or speak at events, engage online and use your networks to amplify the message to help reduce stigma.

**Engaging and connecting** – Signpost ICAEW members to relevant caba support services, help break down the stigma and encourage members and their dependants to register, even if support isn't needed yet.

**Sharing insights and feedback** – Share insights on trends, challenges, and opportunities to help caba stay responsive. Champions are also encouraged to highlight networking leads and opportunities (such as events or conversations where caba or a volunteer could add value), for the team to review and agree attendance.

**Staying informed and involved** – Join group sessions, attend training, and take part in ongoing engagement to strengthen your knowledge and impact.

## how caba supports you

You're never doing this alone. As a volunteer champion, caba will provide:

- **Onboarding & Training** – We'll equip you with the tools and confidence to advocate for caba
- **Ongoing Support & Recognition** – Regular check-ins, community spaces, and recognition
- **Guidance & Materials** – Resources to help support your role
- **Peer connections and collaboration** – Opportunities to learn, share, and stay inspired
- **Dedicated volunteer network** – Stay connected and informed



## key skills or attributes

- Personable and approachable, with integrity
- Confident communicator with empathy and active listening skills
- Digitally aware, comfortable using online platforms and social media (LinkedIn)
- Able to speak and write clearly in English (and ideally the local language if applicable)
- Strong networking, feedback, and reporting skills

## time commitment

We ask for approx. 1–2 hours a month, over a three-year term. This may include:

- Quarterly group meetings
- 1:1 online check-ins
- Awareness activities (events, networking, online posts)
- Feedback and idea sharing
- Annual volunteer status check-in

We're adopting a test-and-learn approach to ensure the commitment feels manageable and meaningful.

## learn and evolve

We're committed to growing a dynamic and responsive volunteer network. As we build this together, we'll continuously test, learn, and evolve. Your feedback will help shape the future of the champion network – making it even more impactful and rewarding.



## governance and structure

Our volunteer network is built on trust, transparency, and shared values. We follow a volunteer policy that covers:

- Privacy and data protection
- Safeguarding and inclusion
- Sexual harassment and respectful conduct
- Expenses and reimbursement
- Volunteer responsibilities and boundaries

Our full volunteer strategy is available on request for those interested in our long-term vision. You'll receive access to this policy and code of conduct at induction.

## travel

Champions are typically local representatives. Travel is minimal and agreed in advance. Access to public transport or a car is helpful.

## application process overview

**Understand the Role** – Review this document and reflect on your interest and availability.

**Apply Online** – Submit a short application and reference details.

**Online Chat (30 mins)** – A friendly conversation to explore mutual fit.

**Reference & Light Checks** – We'll request a reference and carry out basic checks (e.g. ICAEW status, public info) to help safeguard the network.

**Induction & Onboarding** – Attend induction, understand responsibilities and best practice.

**Accept Code of Conduct** – Confirm your commitment to our shared values and policies.



## our shared commitment

**Volunteering with caba is a partnership.** By working together, we can ensure that every ICAEW member who needs support is aware of the services available to them.

Thank you for considering being a part of caba's volunteer network. Your volunteer dedication and contributions make a real difference!

## contact:

**Donna Curtis:** [donna.curtis@caba.org.uk](mailto:donna.curtis@caba.org.uk)

**General enquiries:** [volunteer@caba.org.uk](mailto:volunteer@caba.org.uk)

**Website:** [www.caba.org.uk](http://www.caba.org.uk)

Merrett House  
Swift Park, Old Leicester Road  
Rugby, CV211DZ, UK  
T: +44 (0) 1788 556 366  
E: [enquiries@caba.org.uk](mailto:enquiries@caba.org.uk)  
**[caba.org.uk](http://caba.org.uk)**

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