



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!

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