



Fundraising Volunteer

Purpose of the role

To help raise funds for SPCF projects and events.

Main activities:

- Researching potential funders and grants
- Maintaining a database of funding sources
- Sending out mailings
- Keeping a log of funding applications submitted
- Tailoring bids to individual organisations (with support)
- Contacting local companies (no cold calling)
- Attending meetings of the Fundraising Committee

Skills and Experience:

- Self motivated and enthusiastic
- Ability to work alone and as part of a team
- Excellent verbal and written communication skills
- Good IT skills, including internet research
- Good local knowledge (companies, organisations, events)

No previous fundraising experience is required, as training and ongoing support will be provided.

Training provision:

- Volunteer induction
- Fundraising training as required

Support:

- Support from volunteer coordinator
- Support from Fundraising Committee
- Annual volunteer events

Availability:

A minimum of 4 hours per month. Hours are flexible.

Location:

Work can be done in our office at St. Mary's or at home. Occasional attendance at meetings at St Mary's is required.

Main point of contact

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