

Fundraising Volunteer Role Description

- Role:** Fundraising Volunteer
- Responsible to:** Fundraising Coordinator / Executive Director
- Time commitment:** To suit your availability
- Location:** Highland

Background

Befrienders Highland Limited are a small charity, founded in 1993, to support people with mental ill health who are lonely and isolated in our community. Services were later expanded to include people with memory loss and unpaid adult carers, who can also find themselves lonely and isolated, and need someone to talk to.

Our services are provided by a small team of staff, supported by a huge number of trained volunteer befrienders, located all over the Highlands. We carefully match each individual and volunteer based on common interests. Some friendships are conducted by telephone, others through email or letters, and many others are through meeting face to face for social contact, to do activities or sports together. We aim for people to have a meaningful connection with each other, lifting people out of loneliness through the power of friendship.

The aim of our fundraising volunteering activity is to promote awareness of our services and to raise vital funds within the local community to support our work. We know that not everybody can give a regular commitment of an hour a week to be a befriender, but that they still understand and want to support the work that we do.

Volunteer Ambassadors and Fundraisers help to raise awareness of our charity by attending events to talk about our work and encourage others to get involved in fundraising activity. This is a really important role as it helps us to reach new people, inspire new fundraising activity, and thank our supporters for the work they are doing.

Role Description

- Attending invited events, for example community/social group meetings, schools, and cheque presentations to give presentations/talk about the work of Befrienders Highland and the difference we are making, to inspire people to support us through fundraising, or to thank supporters for the fundraising they have completed.
- Representing the charity in a professional manner.
- Making conversation with members of the public as appropriate and answering questions about the charity.
- Promoting and facilitating planned fundraising initiatives and activities.
- Working with local businesses and recreational facilities to promote fundraising opportunities and procure raffle prizes.
- Liaising with the Coordinators and Fundraising Coordinator from Befrienders Highland.
- Support social media and website posting, through provision of photographs, stories, and giving notice of upcoming events/talks.

Dress Code

- Casual but professional attire
- Volunteer ID badge

Skills, experience and qualities

- Personable, enthusiastic and approachable
- Initiative
- Confident in public speaking
- Experience of organising or attending fundraising events

The benefits to you

- Experience working with a charitable organisation
- A sense of satisfaction and pride for helping to make a valuable difference
- Develop your skills
- References for future employers
- Meet new people

What you can expect from Befrienders Highland

- An induction session to introduce you to the charity, recognise your skills and identify any ongoing support you may need from us to fulfil the role
- A designated point of contact for support and guidance, when needed
- Reimbursement of out-of-pocket expenses, for example, travelling to and from the fundraising venue, small value prizes for quiz nights
- Provision of some promotional material for events (e.g. banners, contents for goody bags)
- Wee Blether Newsletter

Time commitment

This is a flexible role to suit your availability, and as such there is no minimum time commitment. Fundraising Volunteers will be contacted as appropriate and offered the opportunity to attend events to which we are invited, or may choose to run events themselves to fundraise for the charity.

Recruitment Process

Complete our simple application form to express your interest in the role. We'll arrange an informal meeting to discuss your application and the role, before obtaining references. Following this, we'll invite you to a short induction meeting.

Next step

Contact us today on 01463 712791 or email info@befriendershighland.org.