

**Fundraising volunteer**

 **What will you do?**

* complete an introduction to Citizens Advice and training for your role
* explore different ways of fundraising to help the local Citizens Advice obtain money, either for specific things, or for ongoing running costs of the local Citizens Advice
* help to organise fundraising events to raise money from the local community and encourage volunteers and staff to get involved
* create materials, such as newsletters or presentations, which can be used to raise the profile of the local Citizens Advice and for raising money
* explore other ways of fundraising, including identifying new sources of funding from organisations
* help to build relationships with local organisations or businesses
* help staff put together some information to send to potential funders and to complete applications for funding bids



**What’s in it for you?**

* make a real difference to people’s lives
* learn about a range of issues such as benefits, debt, employment and housing
* build on valuable skills such as communication, and problem solving, and increase your employability
* work with a range of different people, independently, in a team and within your local community
* have a positive impact in your community

And we’ll reimburse expenses too.



**What do you need to have?**

You don’t need specific qualifications or skills but you’ll need to:

* be friendly and approachable
* be non-judgmental and respect views, values and cultures that are different to your own
* have a positive attitude towards fundraising
* have excellent verbal and written communication skills
* have good IT skills
* be willing to learn about and follow the Citizens Advice aims, principles and policies, including confidentiality and data protection
* be willing to undertake training in your role



**How much time do you need to give?**

We can be flexible about the time spent and how often you volunteer so come and talk to us.



**Valuing inclusion**

Our volunteers come from a range of backgrounds and we particularly welcome applications from racially minoritised people/people of colour, disabled people, people with physical or mental health conditions, LGBTQ+ and non-binary people.

If you are interested in becoming a fundraising volunteer and would like to discuss flexibility around location, time, ‘what you will do’ and how we can support you please contact us.

**Contact details**

For more information on the role and to apply, please email [recruitment@caeb.org.uk](mailto:recruitment@caeb.org.uk) detailing the role which you are applying for.