

FUNDRAISING VOLUNTEER

Voluntary, covering travel expenses if required

Are you interested in gaining experience within the not-for-profit sector? Are you keen to develop your capacity to raise funds? Do you want to use your considerable skills to make an impact where it matters? We're looking for you!

Westminster Befriend a Family is small, friendly organisation with big ambitions and a drive to reach some of the most vulnerable people in London. We're refreshing our fundraising strategy, and we need help to do it. We're looking for a volunteer to provide support in building our fundraising database and help us prioritise our approaches to donors. It's urgent and critical work that will help us build a secure future to keep benefitting those who need us most.

BACKGROUND TO WESTMINSTER BEFRIEND A FAMILY

Westminster Befriend a Family has been providing support to vulnerable families in the borough for 30 years. Working with volunteers, we offer mentoring, befriending and peer support networks for isolated families, building independence, breaking cycles of social exclusion and preventing a slide into crisis. Volunteer befrienders visit families weekly, empowering them to overcoming challenging circumstances and offering social and emotional support. 'Broadening Horizons', our flagship mentoring programme, supports 13 – 18 year olds, building aspirations, boosting confidence and providing additional support with educational and social challenges. We provide continuity through facilitating peer support sessions, where parents can meet in a safe, inclusive environment.

OUTLINE OF THE ROLE

We're looking for a volunteer to review our fundraising history and help us build a database of donors and projects. This simple but effective approach will enable us to better understand our relationships with donors so that we can target and tailor our approaches more effectively.

Once the database is built, you'll combine this with research on current opportunities, so that we can understand where we should focus our fundraising energies, and develop an effective and sustainable fundraising strategy to maximise our income. If you're up for the next challenge, you'll help us deliver the strategy so that we can grow to match the expanding needs of our services users.

Ideally you'll join us in the office for one day a week and we anticipate the project will take a maximum of eight weeks, but it's also possible to condense that time into a shorter period.

We offer

- Full induction, guidance and supervision from an experienced fundraiser
- A supportive, friendly environment
- Joining our talented volunteer family, which keeps WBAF going from strength to strength
- The space to be creative and manage your own work
- Certificates of recognition and references to support your professional development
- Travel expenses

QUALIFICATIONS, SKILLS AND EXPERIENCE

- Proficiency in Excel
- Interest in charity management and/or fundraising
- An enquiring mind
- A systematic approach to problem solving

Applications considered on a rolling basis

Closing date: 30 June 2019

If you are interested, please send you CV and Cover Letter to loris@befriendafamily.co.uk