

VOLUNTEER ROLES

Community Fundraising



Purpose	To support the work of George House Trust through helping with essential community fundraising and event support. Community fundraising is a vital contributor to George House Trust's Welfare Fund, which supports HIV positive people who are in financial hardship, through grants. Fundraising events also play a huge role in challenging HIV stigma and raising awareness of HIV and the work of George House Trust.
Work Area	Fundraising
Key Activities	<p>As a Community Fundraising Volunteer, you'll be helping to raise funds for people who are living with HIV and experiencing poverty or financial hardship. This is a great opportunity to gain an insight into fundraising, events organisation and working with the public. You'll also gain experience of being part of a team and building relationships with a range of businesses and organisations.</p> <p>Key tasks include:</p> <ul style="list-style-type: none"> ▪ Representing George House Trust at Community Fundraising events. ▪ Fundraising on behalf of the charity at events, through selling fundraising materials and carrying out charity collections. ▪ Helping to prepare community fundraising materials ▪ Helping to count fundraising buckets after fundraising events have happened. ▪ Attending fundraising volunteer meetings, to generate new ideas and contacts to help increase fundraising activities. ▪ Support GHT at larger events such as Manchester Pride and World AIDS Day.
Time Commitment	As required – usually no more than once a month. Evening, weekend and late night events are common in this volunteer role.
Location	Greater Manchester
Skills/experience required	<ul style="list-style-type: none"> ▪ Good communication skills ▪ Ability to following instructions ▪ Excellent people skills ▪ Able to work professionally and politely with members of the public ▪ Able to give information clearly and accurately ▪ Punctual and reliable ▪ Ability to work as part of a team. ▪ Work within the boundaries of your volunteer role ▪ Understanding of GHT history and ethos ▪ Understanding of GHT organisational structure/services ▪ Basic understanding of other services in the statutory/voluntary sector ▪ Good understanding of GHT confidentiality policy ▪ Good understanding of equality and diversity issues ▪ Ability to work independently ▪ Ability to record information clearly and accurately
Training required	<ul style="list-style-type: none"> ▪ One to one induction with the Marketing & Community Fundraising Coordinator ▪ A commitment to complete one update training session per year
DBS required?	No



Volunteer Role Description

Supervision arrangements	<ul style="list-style-type: none">▪ General supervision from Susie Baines, Marketing and Community Fundraising Coordinator▪ Community Fundraising Volunteer Meetings
Further Information	For further information, or to get involved email susie@ght.org.uk

