



Fundraising Volunteer Role Description

About us	<p>First Light is a charity supporting people that have been affected by domestic abuse and sexual violence in Cornwall, Devon and Wiltshire.</p> <p>We are independent of statutory agencies, including the Police, and every year we help over 5,000 women, men and children in South West England to lead safer lives, free from violence and abuse.</p> <p>We are committed to extending our services and developing our education and training initiatives. To help us do this, we are recruiting fundraising volunteers to support our work.</p> <p>firstlight.org.uk</p>
Role Title	Fundraising Volunteer
Location of position	Cornwall / Devon
Responsible to	Community and Events Fundraiser
Summary of role	<p>As a Fundraising Volunteer, you will be working with us to fundraise for First Light and to promote us in your local community. We are asking volunteers to help us raise the profile of our work and the services we provide, and to encourage new supporters to get involved with fundraising.</p> <p>You can do this by organising events and recruiting participants for activity that will help raise vital funds for First Light; promoting the charity and fundraising generally across your local community; supporting activity we organise; and delivering talks to local groups and organisations.</p>
Description of tasks	<ul style="list-style-type: none">• Organise and / or support local fundraising and awareness events.• Recruit supporters to fundraise for First Light via challenge or community event participation. These might include challenges such as UK or overseas walks, runs or cycles; or social events including local coffee mornings, cake sales, community fairs and pub quizzes.• Be a local contact for existing and new supporters, and provide them with advice and information on fundraising and maximising what they can achieve.• Approach individuals, schools, universities and local businesses for sponsorship and donations.
Time Commitment	Variable
Skills and Qualifications	<ul style="list-style-type: none">• Great people skills, approachable and friendly.• Organised, methodical and reliable.• Confident to work independently and within a group.• Good communication skills.• Ability to handle money.



Application Procedure	<ul style="list-style-type: none">• Application form• Informal Interview• DBS (enhanced)
Training and Support	<p>One-day induction to First Light including some training on safeguarding and working with vulnerable people.</p> <p>You will also meet with the Community Events Fundraiser and receive training on the processes and procedures for organising events, recruiting supporters, promoting our work and paying in monies raised.</p>
Reimbursement of expenses	Reasonable out of pocket expenses will be reimbursed as agreed with the Community Fundraiser.
Benefits to the volunteer	<ul style="list-style-type: none">• Develop fundraising skills• Develop event management skills• Meet new people• Be active and engaged• Add value to your local community• Learn new transferable skills and improve your CV
Contact Information	Louise Knight Community and Events Fundraiser Phone: 03458 121212 Email: louise.knight@firstlight.org.uk