



Disability Nottinghamshire Role Description

Our Mission Statement

Increase understanding by shared knowledge, raise awareness of the challenges facing disabled people and/or their carers and influence decision makers to develop services based on needs.

Role Title: Volunteer Community Fundraising

Hours of volunteering: Flexible role, commitment dependent upon volunteer.

Responsible to: Volunteer and Friendship Coordinator and the Board of Trustee Directors.

General Description:

Last year we helped 2,000 people across Nottinghamshire thanks to the generous support of our donors and funders. We know there are more people across the Nottinghamshire County who need our help, donations and funding bids can help us meet this demand.

As a Community Fundraiser you will help:

- Evaluate the success of previous fundraising events.
- Create fundraising opportunities and inspire the community to get involved.
- Help to plan, deliver and promote Fundraising events.

The Volunteer Fundraiser role will be supported by the Volunteer and Friendship Co-ordinator.

Key tasks and responsibilities:

- Participate in training and development as required.
- Promote Disability Nottinghamshire in the community.
- Contribute to the development of the service.
- Maintain accurate records and statistics.
- Act as an effective team member by working co-operatively and promoting mutual respect among all colleagues.

- To understand and promote Disability Nottinghamshire's Equal Opportunities Policy.
- Comply with health and safety regulations.
- Ensure that all work is carried in accordance with relevant legislation and Disability Nottinghamshire's policies and procedures.

Person specification:

Some experience of the following would be desirable;

- Knowledge of disabilities.
- Good communication.
- Money handling skills.
- Ability to create a strong fundraising message that appeals to potential donors.
- Effective speaking and listening skills.
- Ability and willingness to work independently and as part of a team.
- Knowledge and understanding of working in the voluntary and community sector.
- An understanding and commitment to equality and diversity and to the aims and principles of Disability Nottinghamshire.
- No previous volunteering experience is required, and we will provide full training, mentoring and regular support.
- Self-motivated.
- Commitment to the key aims of the charity and its success.
- Awareness of disability issues.
- Knowledge and commitment of the social model of disability.