

<b>Service:</b>	<b>Central Services</b>
<b>Section:</b>	<b>Business Development – Fundraising</b>
<b>Location:</b>	<b>Southampton and remote working</b>
<b>When:</b>	<b>To start as soon as possible</b>
<b>Commitment Required:</b>	<b>TBA</b>

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### **Role Purpose:**

We are looking for enthusiastic, committed volunteers to work with our Fundraising Team to support a variety of fundraising activities. This could include event preparation, creating contacts, building relationships with Corporate Partners, organising raffles and corporate events and collecting and counting donation buckets. Fundraising is a vital part of our work to secure funding to deliver our mental health support services to people in Hampshire. Be part of a friendly and supportive team of staff and volunteers.

### **Main Responsibilities:**

- Event preparation for fundraising and corporate events
- Creating contacts with local businesses to support our work
- Communicate to potential donors about the work we do
- Collect and count donation tins

### **About You:**

#### **Essential Requirements:**

**Items on this list are vital for you to be suitable for this role**

- Passionate about mental health and supporting Solent Mind
- Good IT skills including MS Office
- Personable and friendly
- Enthusiastic and willing to pitch in
- Able to work as part of the team

## Desirable Requirements:

Items on this list would be desirable
<ul style="list-style-type: none"><li>• Full driving licence and car</li><li>• Any previous experience in fundraising or event planning</li><li>• Previous charitable work</li></ul>



## What's in it for you?

- Your help will directly support our mental health services and help tackle the stigma around mental health
- You will have access to a variety of training opportunities and ongoing support
- Opportunity to meet new people and be part of a friendly, supportive Fundraising Team
- Gaining valuable experience that can be added to your CV

## Why we want you:

- Your support will encourage corporate partners to get involved and support us
- You will help raise and support others to raise vital funds to keep our services running.

## Additional Notes:

- The selection process is by application form and an informal interview with our Business Development Team so that we can get to know you better and you can find out more us and the role

**For further information about this volunteer role please contact Emily Stenner – Community and Events Officer at [estenner@solentmind.org.uk](mailto:estenner@solentmind.org.uk)**

Role Created/Updated: 20/01/2022 Created By: Jo Silsbury
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DBS NOT REQUIRED FOR THIS ROLE

Disclosure & Barring Service And Recruitment Of Volunteers