

Job Description - Fundraiser (Volunteer)

Are you full of FUN and CREATIVE IDEAS to raise funds for charity and able to MAKE IT HAPPEN?

PSG is an established charity with over 18 years specialist experience in supporting parents and carers experiencing challenges with young people.

An exciting volunteer opportunity has arisen for a Fundraiser to join our team. You will play a pivotal role in helping to secure funding for the charity.

The Role

You will generate income for PSG through events and individual giving by:

- Developing new and imaginative fundraising activities, many of which may be events-based – e.g. Swishing events
- Raising awareness of the charity and its work, at both the local and national level
- Developing and coordinating web-based fundraising, online auctions and merchandise sales e.g. Ebay, Cafepress, Amazon Shop
- Working with all forms of media, and producing supporting materials such as posters, websites and online newsletters to promote, market and advertise forthcoming events

Skills/Experience

- Experience of fundraising
- Excellent written and oral communication skills
- Experienced in presenting information clearly and succinctly and good interpersonal skills
- Experienced in liaising effectively with a range of people at all levels
- A team player –working closely with other digital marketing team members
- Strong Project Management skills
- Understand Twitter, Facebook, YouTube for Business
- Empathy and understanding of the issues experienced by Parents
- Ability to use Skype

PSG is expanding which means there will be lots of opportunity to share ideas, develop your skills and boost your CV.

Time Commitment: Flexible – approx. up to 6 months and could be ongoing.

Remote Working: Flexibility to work from PSG offices or from home. Hours to suit

Working Time: From 1-2 hours per week or more depending on availability

If you are sharp, committed, creative and forward thinking we want to meet you. To apply please send your CV and a covering letter to Anne Williams anne@psg.org.uk explaining why you would to volunteer with PSG and what you would like to gain from the experience.