

## St Denys Community Centre Volunteer Role Description

<b>Volunteer Role</b>	Fundraiser
<b>Number of volunteers needed</b>	Various
<b>Hours per week:</b>	<b>(or) Hours per month:</b> 4 – 8 hours
<b>When is the role required:</b> Ad hoc, more supported with certain fundraising events or grants	
<b>What does the role involve?</b> <ul style="list-style-type: none"> <li>• To identify ways of raising funds</li> <li>• To take action to help secure this funding eg. talking to companies on the telephone; internet research; visiting schools and colleges; meeting with other staff, volunteers and clients</li> <li>• To help organise fundraising events</li> <li>• To complete grant applications</li> </ul>	
<b>Skills required:</b> <ul style="list-style-type: none"> <li>• Imagination and enthusiasm</li> <li>• A professional and friendly telephone manner</li> <li>• Good written communication skills</li> <li>• The ability to persuade</li> <li>• Ability to work on own initiative</li> <li>• Previous fundraising experience would be a bonus</li> </ul>	