

## Fundraising Assistant (voluntary)

We need help to bring in extra income over the festive season– can you help?

<b>Location:</b>	Office based plus events
<b>Reports to:</b>	Fundraising Manager
<b>Time Commitment:</b>	Between 3 and 8 hours per week
<b>Length of role:</b>	Seasonal opportunity covering 2 – 3 months over Christmas. Opportunity to extend volunteering after this period.
<b>Experience required:</b>	Full training and support given so only enthusiasm required!

### More about the role

Will you help maximise fundraising opportunities for Scottish Families? We are seeking committed individuals with a love of Christmas who can attend festive events and help boost our fundraising. You will learn or develop your skills in grassroots fundraising, turning pennies into pounds and making a vital festive contribution. If you are looking to build your experience in fundraising, events assistance and networking, this is the ideal role for you.

Fundraising activities will include

- Attending Christmas fairs
- Helping in office with admin
- Helping with events such as bag packs, bucket shakes and information stalls
- Working as part of team with other volunteers or working on your own depending on nature of the event

No experience of fundraising is necessary as we will provide full training as well as regular catch ups.

### Is this the role for you? A checklist of points to consider

- I will not judge others
- I understand that some of things I may hear from members of the public while working in the community might be difficult
- I have spare time over the festive period during week days and the weekend
- I understand it is important to follow procedures when handling cash
- I am a confident person
- If someone says no to my request I won't take it personally

### Next steps

If you are interested in the role please contact us for an application form [info@sfad.org.uk](mailto:info@sfad.org.uk). We will then invite you in for an informal chat to let you know a bit more about fundraising for Scottish Families. We ask for two references to be completed before you can start volunteering for our organisation.