



## Volunteer Fundraisers Job Description

Job Title:	Volunteer Fundraiser
Location:	Dumfries and Galloway
Salary:	No salary but reasonable out of pocket expenses will be paid
Hours:	As available and/or as required by client
Responsible to:	Chief Executive
Age:	You must be 18 years or over

### **Main Purpose of Job**

To organise fundraising events across the region, contribute new ideas for fundraising, and to raise awareness of our work, aims and goals.

We are also seeking people to research and find funding opportunities that fit our organisation's goals and aims and where appropriate to complete the necessary applications for those funding opportunities.

### **Skills and Experience for Fundraisers**

Previous experience of fundraising preferred, but not essential  
Organisational skills

### **Skills and Experience for Funding Applications**

Ability to find funding opportunities relevant to our needs  
Ability to read and assimilate information, then to complete forms online  
Ability to work within a charitable environment  
Excellent written skills with the ability to produce concise and creative bids  
High standard of computer literacy  
Meticulous attention to detail

### **Organisational background**

We are a value based organisation focused on delivering issue based advocacy that is independent, confidential and accessible to all who experience vulnerability.

We support and promote the development of high standards and principles in independent advocacy at a local and a national level, in partnership with, and independently of, other organisations.

We defend the rights of those in most need to services and to inclusion in the planning of those services, and we work towards empowering them to take part, and also influence service providers to listen to those that use their services.

**To apply for either post:** Please contact the Chief Executive –  
Mrs Pamela Deans  
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Email – [pamela.deans@dgadvocacy.co.uk](mailto:pamela.deans@dgadvocacy.co.uk)