



Fundraising Assistant

SOFT UK is a UK wide charity that provides information and support to families affected by Trisomy 13, Trisomy 18 and related conditions. We provide support at all stages of a family's journey; expecting a baby, caring for a child, coping with bereavement and beyond.

SOFT UK relies heavily on fundraising to fund the work that we do. We are therefore always grateful for volunteers who can assist with supporting our fundraising activities.

As a key point of contact for members and supporters looking to fundraise, you would advise on events, opportunities, online sponsorship, gift aid and other queries. Building a relationship with our fundraisers, you would offer support and provide opportunities to celebrate their efforts through social media and our newsletter.

Creative fundraising ideas that help SOFT UK to maximise our opportunities are also very welcome, as is providing administrative support with fundraising.

What we're looking for

- A friendly attitude and excellent written communication skills
- Availability to respond to fundraising enquiries within 48 hours
- Reasonable standard of computer literacy, including social media
- Fundraising knowledge or experience is welcomed but not essential

What you can gain from this opportunity

- Our volunteers report a huge range of personal benefits, from meeting new people and enjoying using their skills, to feeling fulfilled helping other families
- Volunteering can be a useful addition to CVs, portfolios or helpful experience if you're thinking about a career change.
- Many volunteers choose to benefit from training and development opportunities.

Opportunity details

Where: SOFT UK Volunteering is home-based. A laptop, tablet or phone capable of receiving emails and working with documents is required.

When: Volunteering is flexible around your commitments, however external enquiries are expected to be dealt with timeously.

How: Communication is generally via email.

Contact Details

Contact: Demi Powell, Project Manager

Email: demi.powell@soft.org.uk

We rely heavily on fundraising for all the work we do. Being able to support our fundraisers is vital.

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