

Volunteer Role Profile



Volunteer Role

Branch Fundraising Volunteer

Volunteer Manager

Senior Branch Engagement Officer

Where you will be based

Community

Why we want you

The charity has around 100 branches, all run by volunteers, who provide local support to autistic people and their families. Every branch is different and so are the activities they provide – they may run parent support groups, adult social groups, children's activities, conferences or focus on providing information or campaigning. However, no matter how big or small, all branches are hugely valued by the people in their local area.

Branches are run entirely by volunteers with advice and support from the national charity.

The Fundraising Volunteer role is important to the running of the branch as they help organise fundraising events for the branch. Without these roles, we would not have as many branches as we do.

What you will be doing

- Putting collection tins in local shops or community areas.
- Holding a 'tin collection' in a local town – this is where Branch members stand outside shops with collection tins and get donations.
- Holding a sponsored event such as a swim or walk. People will sponsor branch members' money to complete certain tasks.
- Holding an event for local people to attend – quiz night, auction, raffle, talk, coffee and cake morning – people will give donations when they come.
- Having a section on the branch website that people can click on if they want to give money.
- Talking to committee members about different ways to fundraise and deciding what to do as a Branch.
- Talking to NAS Fundraising Team and ensuring the branch complies with the NAS rules on fundraising.
- Talking to committee members about different ways to fundraise and deciding what to do as a branch.
- Publicising events, distributing information or fundraising forms.
- Supporting people who are fundraising on behalf of the branch.
- Working with the Treasurer to ensure that the money is collected safely and banked accurately.



The skills you need

- Confident in working with and communicating with other committee members, and individuals and organisations outside of the branch. This communication will need to be face to face, by telephone and/or email.
- Confident and comfortable speaking publicly. Able to explain ideas work together.
- Able to motivate people and help people.
- Able to tackle difficult issues and problems and situations and involve other people where necessary.
- Very organised and able to plan activities and events.
- Aware of importance of managing and handling money safely and accurately.

What's in it for you

- Improve support to autistic people and their families in your local area.
- Build up an understanding of autism by volunteering with autistic people.
- Access free training and learn new skills.
- Meet new people.
- A worthwhile achievement to add to your CV.
- Having fun whilst carrying out a valuable role.
- Volunteering can keep you mentally stimulated and provide you with a sense of purpose.
- This is a rewarding and fulfilling opportunity and will allow you to make a difference to those you are supporting and their families.

Disclaimer

We seek applications from anyone interested in the role, but particularly welcome applications from those on the autism spectrum.