**Role:** Marketing & Fundraising Co-Ordinator (Volunteer)

**Responsible to:** Public Affairs & Funding Lead

**Time commitment:** From 3-6 hours per week or more depending on availability

**Task Description:**

# The Role

To assist with the generation of income (food and financial) for the Foodbank through events and individual giving by:

* Developing new and imaginative fundraising activities, some of which may be events-based
* Raising awareness of the charity and its work, at both the local and national level
* Developing and coordinating web-based fundraising
* Working with all forms of media, and producing supporting materials such as posters, websites and online newsletters to promote, market and advertise forthcoming events
* Liaise with schools, businesses, churches and other community groups to maximise food donations and financial support.
* Regularly provide update reports to the Public Affairs & Funding Lead.
* Attend Monthly Steering Group meeting.
* Comply with Trussell Trust procedures & policies.

# Skills/Experience

* Experience of fundraising, ideally within the charity sector
* Excellent written and oral communication skills
* Experienced in presenting information clearly and succinctly and good interpersonal skills
* Experienced in liaising effectively with a range of people at all levels
* A team player –working closely with other digital marketing team members
* Strong Project Management skills
* Understand Twitter, Facebook, YouTube for Business and have the ability to use social media to develop additional fund raising opportunities
* Empathy and understanding of the issues experienced by local people in crisis

To apply, download and complete application from

<https://airdrie.foodbank.org.uk/wp-content/uploads/sites/67/2021/04/Airdrie-Volunteer-Application-Form-GDPR.docx> and email to recruitment@airdrie.foodbank.org.uk

Airdrie Foodbank is facilitated by Calderbank Parish Church of Scotland : A registered charity in Scotland SC015831. Seeded by the Trussell Trust