

VOLUNTEERS **HIRING!** **EXTRA-ORDINARY**

Volunteer Role: **Fundraising & Events** **Assistant**

Department	Fundraising
	LifeCare is a local charity which supports older people and those with dementia in Edinburgh. Without your support as a volunteer we wouldn't be able to give so many the best quality care and extra years of zest!
Specific Tasks:	Assisting in the planning and organisation of fundraising initiatives. Attendance at fundraising events. Promotion of fundraising activities. Generating support in the local community. Raise awareness of LifeCare and generating support in our local community.
Skills and Qualities:	No formal experience or skills are required for this opportunity, however an interest in fundraising and a willingness to learn as well as being friendly and enthusiastic are necessary. Or a graduate in Events Management & Marketing would be welcome.
Commitment	A minimum of 4 hours per week for a minimum of 2 months. Hours available: Monday, Tuesday, Wednesday, Thursday, Friday - 9 to 5pm Saturday, Sunday - not office hours.
Benefits	<ul style="list-style-type: none"> • Reasonable expenses will be paid, e.g. travel, • Training and guidance will be offered • Gain experience of charity environment • Lunch is provided (Mon - Fri)
Expectations	<ul style="list-style-type: none"> • Willingness to abide by LifeCare's Volunteer Policy and Volunteer Charter • Willingness to engage with the support and guidance provided.
Contact us	Vicki Bradley, Fundraising Manager, vickibradley@lifecare-edinburgh.org.uk