

Volunteering Opportunities for the Redbridge Disability Awareness Festival 2023

Disability Awareness Day Festival - fundraising executive volunteer

The fundraising executive will support the steering group to fundraise for the Disability Awareness Day Festival. They will make sure that:

- There is enough money to pay for the festival
- We develop a fundraising plan
- We have looked at different ways of fundraising and made applications
- Submit regular reports/ updates to planning group
- All the grants and donations are processed quickly and correctly

The fundraising executive will

- Research different sources of funding for the festival including sponsorship, grants, fundraising websites
- Follow up on the sources of funding and make sure we are getting as much funding as we can
- Help relevant steering group members to write grant applications, providing them with relevant information and data as needed
- Contact businesses to help with the fundraising or to sponsor the festival
- Keep clear records and keep the steering group up to date with how much funding the festival has received
- Liaise with sponsors to make sure that the marketing executive has all the information they need to promote the festival and for promotional materials on the day

To do this role, you will need:

- To be able to use MS packages including Teams, Excel and Word
- To be a team player who can work with different types of people
- To have good customer service skills
- Good communication skills
- To be able to work on your own, use your initiative and manage yourself with little supervision

Benefits of becoming a fundraising executive volunteer:

- You will develop skills and experiences – ideal to add to a cv and LinkedIn profile
- You will enhance your skills in leadership, campaigning, bid writing and presentation skills
- Great for employability and continued professional development
- Giving back to the local community
- A sense of purpose and achievement
- References for onward employment or volunteering elsewhere.
- Being part of a rewarding event - raising awareness, improving mental health, confidence, and wellbeing

Closing Date: Thursday 4th May 2023, 5pm.

If you are interested in this rewarding volunteering opportunity

please email us at: dafestival@redbridge.gov.uk