

Role description: Fundraising/Events Volunteer

Role title:	Fundraising/Events Volunteer
Project description:	To help promote the museum as a charity and assist with events (planning and running)
Project manager:	Beth Steiner
Project supervisor (if different):	
Where:	Russell-Cotes Art Gallery & Museum
When:	Anytime Mon-Fri 10-5pm, occasional weekends and evenings, commencing when convenient
Commitment:	To suit volunteer and manager
Duration:	Ongoing
Requirements: (skills etc)	<p>Enthusiasm for the museum and heritage sector, and the Russell-Cotes historic house and museum.</p> <p>Experience of fundraising and/or running events desirable but not essential. Local knowledge and contacts preferable.</p> <p>Good communication and people skills needed.</p>
What's in it for you:	<p>Gain experience of working in fundraising and event management in a fantastic setting.</p> <p>Enjoy the knowledge that you are helping to preserve our house and collections.</p>
Why we want you:	We have only recently started on a fundraising journey and need more people with enthusiasm to spread the word and encourage visitors, donations, and awareness promotion.
Training:	Fire Induction, Health and Safety Induction
For more information, contact:	Beth Steiner 01202 451823 beth.steiner@bournemouth.gov.uk
Notes:	<p>Guidelines and Process</p> <p>Volunteers will be asked to come to an informal interview.</p> <p>The position is flexible and can be adjusted to suit</p>