



VOLUNTEERING OPPORTUNITIES

CLUB INFORMATION			
Organisation Name	Chester Gladiators Rugby League Football Club		
Contact Name	Jim Green	Telephone Number	07512 355396
Contact Address	Chester RUFC, Hare Lane, Littleton, Chester		
Post Code	CH3 7DB	Email	info@chestergladiators.com

VOLUNTEER ROLE DESCRIPTION	
Opportunity Title: Fundraiser	
Opportunity description: The role of the Fund-Raiser is to promote, market and raise awareness of your club in order to increase funds through sponsorship and the establishment of long-term fund-raising relationships as well as developing new and imaginative fund-raising ideas, some of which may mean working with different media to promote and market your club and obtaining grants where relevant.	
Duties of role: <ul style="list-style-type: none"> • Identify where funding is required. • Build and maintain long-term fundraising relationships. • Identify and approach potential sponsors/donors. • Identify and seek potential funding opportunities • Raise awareness. • Work with media outlets to promote market and advertise forthcoming events. • Engage club and organisation members in fund raising events-based activities. • Report writing. • Manage and update databases. • Liaise with Treasurer. 	
Who do the volunteers need to report to? Club Committee	
Please state the day(s) and times required for volunteering: The commitment is for the time it will take you to undertake the main duties. Also, attendance at any fund raising events held by the club and any local event as appropriate for networking.	
Preferred age range of volunteer: 16+	
Anticipated duration of role: March to September	

PERSONAL QUALITIES, SKILLS & EXPERIENCE			
Personal Qualities	<ul style="list-style-type: none"> • Ability to research, plan and devise 	Desirable Qualifications	<ul style="list-style-type: none"> • None

	<p>strategies.</p> <ul style="list-style-type: none"> • Confident and effective communicator. • Ability and knowledge to act as spokes person for your organisation. • Computer literacy and working knowledge of word and Excel spreadsheet helpful. • Creative and Innovative. • Enthusiastic. • Good motivational skills. • Ability to remain positive in stressful situations. • A flexible and adaptable approach. • Research capability 		
<p>Training Support – please state any training available: Club will seek to aid continuous development of volunteers skills by contributing towards costs of undertaking relevant qualifications and courses wherever possible.</p>			
<p>Expenses – details of travel/ expenses offered to volunteers and leaders: Role related expenses will be reimbursed</p>			

VOLUNTEER POLICIES & PROCEDURES			
Insurance – Will volunteers and leaders be covered on the organisations insurance? Yes			
Membership – Will volunteers be offered temporary free membership of the club? Yes (For club liability insurance purposes)			
Risk – Does your organisation complete regular Risk Assessments for all venues used? Yes			
Child Protection Policy – Does your organisation have a current Child Protection Policy? Yes			
Vetting – Does your organisation carry out Criminal Record Bureau (CRB) checks? Yes			
Work with children (under 18) involved:	Yes	Work with adults involved:	Yes
Work with people with a disability involved:	No		