

Volunteering Opportunity

Promotions and Marketing Volunteer

General overview of role:

The Promotions and Marketing will assist the Volunteer Coordinator/Communications and Development Manager to raise awareness of Nepacs and promote the volunteering opportunities available. This will support the charity to recruit more volunteers, therefore increasing the amount of support we can offer to the families and children affected by imprisonment.

Role Description:

Main tasks will include:

- Support to develop interesting and informative presentations
- Seek out and coordinate presentations
- Deliver presentations with staff or independently
- Support to seek out and develop partnerships with organisations who can refer potential new volunteers or raise awareness of Nepacs
- To undertake interviews with volunteers and service users, and produce case studies for use in printed materials, training, online and in social media
- Work with other Nepacs staff to produce video/sound clips of services users and volunteers
- Assist with the production of marketing and communications materials

Skills required:

- Excellent presentation skills
- Excellent communication skills
- Reliable and punctual

Location:

Venues throughout the North East including universities and colleges.

Expenses:

Public transport costs or mileage up to 22 mile radius at 40p per mile.

Training and support:

- Initial project induction and training

Commitment

NEPACS asks volunteers

- To commit to the project and its purpose and give notice of absence as soon as possible
- To undertake an induction programme
- To agree to a DBS check

Volunteers can expect

- Support from staff
- Training opportunities
- Invitation to volunteer meetings
- Recognition of their work

To apply:

Please download an application form from our Volunteer Opportunities page of our website or contact: volunteering@nepacs.co.uk , or ring us on 0191 375 7278.