

## **Fundraising Volunteer Role Description**

The Reading Corner is seeking a Fundraising volunteer to join our small team. Fundraising is essential for us as a small Charity, and as a trust and grant writer, you will play an important part within our busy organisation and make an incredible difference to the increasing demand of our services.

You will engage in various activities such as searching for and applying to funders, applying for funding for capital cost, and supporting our partnership team.

This is a unique opportunity to be a part of a growing and inspirational Charity, that aims to bring literature to disadvantaged communities in the UK whilst championing diversity and inclusivity in the publishing industry. As part of the Fundraising Team, you will support the CEO and trustees in generating revenue and investment to support our long-term vision for the Charity.

### **What are we looking for?**

This position is perfect for a proactive individual who enjoys writing and building relationships and who is looking to use their expertise, experience and skills to help drive a Charity with enormous potential. Experience in a similar role and a flair for writing inspirational communications is key.

We are looking for a creative and motivated individual, record of accomplishment in fundraising from a range of sources is preferred.

The time commitment for this role is 5h a week, to be done in one day or divided as necessary. Fortnightly attendance to 1-to-1 meetings with the CEO or Fundraising team is necessary, but these will be scheduled to everyone's best interest. This role is fully remote and voluntary.

Specifications/desired skills:

- Educated to degree level (or equivalent analytical and writing skills) – Essential
- Excellent writing, project management and budgeting skills – Essential
- Knowledge of the voluntary sector and a range of potential sources of funding – Desirable
- Experience working in a fundraising OR marketing environment – Essential
- Experience of managing budgets – Desirable
- Experience of building relationships and working in partnership with a range of organisations - Essential
- Excellent communication skills and team working skills - Essential
- Commitment – Essential
- Non-judgemental attitude – Essential
- Proactivity and ability to work independently and ask for clarification when needed - Essential

### **What will you be doing?**

The aim of your role is to grow The Reading Corner's financial resources and unlimited (unrestricted) income. This is an exciting role managing fundraising from corporate, grant-making trusts, lottery distributors, national, statutory resources, etc.

You will be working closely with our CEO and partnership team to produce compelling copy, bid responses and writings. The fundraising team works to generate and maximise income, contribute to the design of new and developing projects and manage relationships with funders and sponsors.

Successful fundraising will enhance the quality of life of children and young people in the UK.

### **What difference will you make?**

The Reading Corner works with the objective to promote literacy, diversity and inclusivity. Our services and infrastructure are used by children and young people from vulnerable and undeserved backgrounds. The organisation allows children and young adults to move forward and develop their skills in English Language and Literature in the case of our Literacy Development Programme; and Creative Writing and Illustration in our Mentorship Programme. Both programmes are designed with inclusivity, diversity and acceptance towards yourself and others in mind.

The research conducted by Charity's trustees and its founder proves that the vocabulary of children born to low-income families can lag behind their high-income peers by up to 19 months at age 5 (Gascoigne & Gross, 2017). We have discovered that over 400.000 children in the UK don't own a single book, and having poor literacy skills has been proven to hold a person back at every stage of their life. Students who fail to reach the expected English standard at age 11 are three times more likely to experience mental health problems, and twice as likely to be unemployed by the time they are 34 years old.

Furthermore, 1.800.000 children left primary school in 2018 unable to read and write to their age standard and 2.970.000 children in the UK do not see themselves represented in the books they read.

By providing the next generation of thinkers and leaders with extra tools and education, we create opportunities to reduce inequalities and improve lives.