



JOB DESCRIPTION – VOLUNTEER FUNDRAISER

RESPONSIBLE TO: Project Manager

MAIN PURPOSE: To assist in the delivery of events in and around Carlisle to raise the profile and money for Carlisle Key.

Role and Responsibilities:

- To assist in the delivery of Face to Face work with the general public.
- Ensure health and safety procedures are followed at all times.
- Maintain effective relationships with young people and external stakeholders.
- To provide accurate information.
- To ensure that Carlisle Key is represented in a professional and friendly manner at all times
- To work collaboratively with other services as appropriate.
- To work as a member of the team, sharing ideas and maintaining channels of communication.
- Familiarise yourself of all of our Policies and work within those guidelines.
- To be available on evenings and weekends