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| <b>Role title</b>       | <b>Events Committee volunteer</b>  |
| <b>Location</b>         | Flexible<br>Meetings will be held every 4 months at Equation offices (2 First Avenue, NG7 6JL) or other convenient location. Ad Hoc volunteering may be at various locations in Nottingham   |
| <b>Role Description</b> | The volunteer will join the Equation Events Committee, led by Equation’s fundraiser, and be jointly responsible for Equation’s fundraising events. Other than being an active team player and contributing to meetings, the volunteer may directly assist with conceiving, planning, marketing, managing or running of Equation fundraising events.<br><br>Previous Equation events have included a glass walk and live music night raising £10,000.                                       |
| <b>Time Commitment</b>  | Flexible to suit volunteer, but ideally every four months and/or attending events which you volunteered to assist at.  |
| <b>Responsibilities</b> | <b>Not all tasks will be required – these are just some of the responsibilities you could take on as part of the Committee</b> <ul style="list-style-type: none"> <li>• Contribute to generating ideas for events or volunteer to organise a fundraiser</li> <li>• Support fundraising to share campaigns and events, either through word of mouth or social media</li> <li>• Volunteer to help at an Equation event or activity</li> <li>• Help to raise awareness of Equation</li> </ul> |

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| <b>Skills and personal qualities</b> | <ul style="list-style-type: none"> <li>• Good team player</li> <li>• Good communicator</li> <li>• Self-motivated</li> <li>• Enthusiastic</li> <li>• Takes initiative</li> <li>• Interest in women’s rights, gender issues or domestic abuse sector</li> <li>• Commitment to Equation’s values of gender equality and a respect for diversity</li> <li>• Shares our goals to end domestic abuse, sexism and gender stereotyping.</li> </ul> |
| <b>Training and support</b>          | <p>Induction to the role and to Equation.</p> <p>Training on domestic abuse awareness will be offered.</p>   |
| <b>Expenses</b>                      | <p>Out of pocket expenses will be reimbursed as follows:</p> <ul style="list-style-type: none"> <li>• Mileage costs at 45p per mile up to a maximum of 10 miles per return trip.</li> <li>• Public transport up to a maximum to a maximum of £5 per return trip.</li> </ul>  |
| <b>Benefits for volunteer</b>        | <p>Volunteers will develop their events, planning, marketing, teamwork and fundraising skills.</p> <p>The role allows volunteers to use their creativity and initiative.</p> <p>As a small, local charity, volunteers’ contributions will make a big difference to our work against domestic abuse.</p>  |
| <b>Application procedure</b>         | <ol style="list-style-type: none"> <li>1. Application Form</li> <li>2. Informal meeting</li> <li>3. References - one formal and one personal</li> </ol>  |
| <b>Contact information</b>           | <p><b>Fundraising Team</b><br/> <b>fundraising@equation.org.uk</b><br/> <b>0115 962 3237</b></p>   |