



Giving Your Time

Opportunities to Volunteer in Guernsey

Volunteer Vacancies – March 2019

These are some of the volunteer positions we are currently looking to fill. If you see anything that takes your interest, please get in touch with us on will@foundation.gg or call 748056.



GUERNSEY COMMUNITY
FOUNDATION

promoting effective philanthropy

Charity	Position	Details
World Aid Walk	Registration volunteer	<p>Would you like to help the Registration Co-ordinator, and be a second pair of eyes? In the long term, they would like to find one or two people who could learn the role so that there is not just one person who can fulfil this function, but at the moment it is a question of needing a double check.</p> <p>Initially the job would be to help check the copy of all the online and paper forms we use and the website pages related to registration, so that it can be kept consistent and accurate. You need to enjoy getting small details correct. This gets done over a couple of weeks at the end of February each year.</p> <p>If you are interested, you could learn some or all of the other tasks performed by the Registration Co-ordinator, which include liaising with Race Nation, the online platform supplier in Jersey, monitoring online registration through March and April and running checks for safety purposes, managing the late entry facility on the day of the Walk, always the first Bank Holiday Monday in May, various other tasks on the day, and preparing statistics using the online database. You would need to be able to use internet, email, Word, and if doing statistics, to manipulate Access or Excel to a limited degree.</p>
Health Connections	Community Connectors, voluntary car drivers, shop volunteers	<p>The new Vision for Health Information Guernsey is: To enable all people to make connections, informed choices and access information and support to live healthier, happier and more fulfilling lives in the Bailiwick Community.</p> <p>If you would like to become a Community Connector signposting to health, care and wellbeing services, support groups, events, learning opportunities and activities or become a Health Connector offering support and advocacy to help us fulfil our mission, please contact us!</p> <p>We also need Voluntary car drivers, charity shop volunteers to keep our services running.</p> <p>For more information about how to get involved at this exciting new time, email our CEO Bella on bfarrell@healthinfogsy.org.gg</p>

Safer	Volunteers at the Guernsey Women's Refuge	<p>Safer supports victims of domestic abuse and their children and is the charity that runs the Guernsey Women's Refuge among other services. Safer is looking for volunteers who would be able to commit to helping out at least once a month at the Guernsey Women's Refuge supporting women and children who are victims of domestic abuse. This may be to stay at the Refuge during the evening or overnight or to answer helpline calls in the evenings and at weekends.</p> <p>Full training will be given and a full DBS check will be required. Due to the nature of the Refuge we would only be able to take female volunteers for this type of role.</p>
Safer Guernsey and Alderney Child Contact Centre	Moving on counsellors	<p>Volunteers are being sought with a professional counselling background to engage with individuals who are finding it difficult to move on from their domestic abuse histories.</p> <p>Full DBS checks would be needed</p>
	Supported Contact Volunteers	<p>The Guernsey and Alderney Child Contact Centre provides supported contact by providing a safe space where children can meet their parent(s) they don't live with. We are looking for new volunteers who are enthusiastic about working with children and young people to help on Saturdays between 2pm – 4pm with supported contact sessions. You would be required to commit to helping out once every 3 – 4 weeks.</p> <p>Full training will be provided. A full DBS check will be required due to the nature of this work.</p>
Age Concern	Social Media Volunteer	<p>Age Concern is looking for voluntary help by someone with social media expertise, marketing and communications skills. We wish to promote content and increase audience engagement, which can help public awareness of the charity's work in the community.</p>
Cardiac Action Group	Committee Members	<p>CAG is moving into a period where they want to raise awareness of AEDs and PAD sites so are looking for new committee members preferably with marketing/ PR and/ or IT skills. However, they have roles for all enthusiastic volunteers.</p>

MS Society	Committee members	Looking for Committee members primarily to help with organising events aimed at either fundraising or social or awareness activities. The Committee meets once a month, in the evening for a couple of hours, so the minimum time commitment is about 4 hours a month. The role would be to contribute to thinking up ideas and to commit to organising a couple of events a year.
Friends of Safer	Digital Communication Coordinator	Friends of Safer has been successfully raising funds for Safer, the Domestic Abuse Charity, for over a year. We are looking for someone to expand and engage Safer's online audiences through social media, updating the website and other social media, promote content and increase audience engagement through blogs, newsletters, digital publishing etc. This would be to promote events organised by the Friends of Safer and provide performance reporting for digital marketing campaigns and initiatives.
Friends of Safer	Volunteers and supporters	Friends of Safer who will be happy to help out at events, have ideas for events, and donate their time to help fundraising. This can be doing an hour flag selling or organising a whole event, whatever your time or skills we will have a slot for you.
Bailiwick of Guernsey Scout Association	Group Leaders	This is a management role and doesn't need to be someone who has an in-depth knowledge of Scouting, they just need to be good 'people managers'. This might be an ideal role for someone who wants to build on their management skills in a less pressured environment.
Samaritans Guernsey	General Volunteers	The Guernsey Samaritans provide a service to listen those in distress. Training for volunteers is provided.
Home-Start Guernsey	Fundraiser	To raise funds for Home-Start activities – Home-Starts supports families experiencing stressful times.
Guernsey Animal Aid	General Volunteers	Animal care and socialisation
GSPCA	Committee member specialising in fundraising/ Corporate Fund Raising	Strategic fundraiser/communications background. Required to be available once a month for a meeting in the evening and to be able to communicate via email regarding
	Volunteer Newsletter and Leaflet Editor, Volunteer Night Warden, Volunteer Gardeners, Charity Shop Volunteers, Volunteer Receptionists	All roles really are flexible as we would chat to each individual with how they can assist

	Committee member specialising in Treasurer/Accounts	Required to be available once a month for a meeting in the evening and to be able to communicate via email regarding on-going topics
	Manage natural environment	Land clearance, species monitoring
	Victim Support and Witness Service Volunteer	To help and support victims and witnesses through the court process.
National Osteoporosis Support Group Guernsey	Secretary	Arranging committee meetings, minutes, maintaining database, arranging coffee mornings, contacting speakers (Full description available)
Guernsey Marlins Special Swimmers	Poolside volunteers	Poolside helpers - Lifesaving course training will be given and paid for by the club
Bridge2	Admin Support/IT	Mac Friendly, keyboard skills, spreadsheets, FB page, web page, fundraising. 4/6 hours per week same day weekly. Parking provided (town) - reliability & loyalty most important
Guernsey Disability Alliance	Fundraiser	Organising fundraising events and writing funding applications to companies, trusts or grant bodies. Funds needed to cover costs, run Campaigns e.g. hidden disabilities and key projects.
National Trust of Guernsey	Land – Countryside Rangers	The NTG require people to walk our cliff paths and land parcels to inspect the land and to ensure that it is clear of obstruction and damage. Tree's down, unstable cliff path steps and areas of overgrowth are all examples of what land rangers look out for. We can provide guidance in showing the volunteers where our NTG land areas are located.
National Trust of Guernsey	Fundraising Officer	The NTG requires someone with fundraising experience; a volunteer to seek out corporate sponsorship opportunities.
	Secretarial support	The NTG requires someone who is willing to assist with minute taking at monthly meetings, AGM's and other miscellaneous meetings held throughout the year.
	Biodiversity Strategy Officer	Meetings are regularly held with the Societe Guernesaise and other local organisations and the NTG requires someone to attend the meetings and to take on the role of Biodiversity Officer for the Trust.
	Les Caches Farm - Support Staff	2019 support staff are required to open Les Caches thatched barn to the public during weekly open days. A Duty Officer is also required to be present during events held there throughout the year, whether this be daytime or evening events.

	Viaer Marchi 2019 – Support Staff	Volunteers are always needed for physical aspects of set up / take down at the event. The NTG also require assistance in the Bric a Brac tent. Volunteers are always sought-after for gate-keeping duties, to take entrance fees from the public.
Guernsey Blind Association	General volunteers	Committee members and members on the Parents & Supporters Association
Guernsey Specials Gym Club	General Volunteers	We are looking volunteers of age 14 and above who have an interest in the caring profession and wish to help young people to learn gymnastics. Coach training opportunities are available.”
Guernsey Hard of Hearing Association	Committee members	Meeting once a month (last Thursday of month)
Abigail House	Committee members	Volunteer representatives to sit on the World Aid Walk committee for Save the Children
Save the Children	Travel co-ordinator	Travel Co-ordinator
Lungevity	Case Workers	Especially men - training given in London
Drug Concern	Marketing Volunteer	<p>Drug Concern are looking for a volunteer with professional marketing experience to plan and launch a new marketing strategy.</p> <p>This is an exciting, flexible position with scope for really shaping how Drug Concern promotes its vital work</p> <p>Please contact Tracey at TRear@DrugConcern.gg for more details and an informal chat.</p>
The Guernsey Botanical Trust	Website Volunteer	<p>In 2006 the Guernsey Botanical Trust “GBT” began the reclamation and renovation works at the Victorian Walled Garden, Saumarez Park. Over the ensuing twelve years, thanks primarily to a membership of dedicated volunteers, it has become a self-sustaining working garden, providing a wide range of opportunities the community and is becoming an increasingly popular visitor attraction.</p> <p>In order to assist in the promotion of this wonderful project, as well as hopefully attracting new members and volunteers to become involved with varied projects; which range from gardening, general maintenance, shop assistance and education, we need a volunteer to help maintain and run our web-site.</p>

		<p>The web-site was established at the outset of the project and is still a working site, although it's maintained on an ad hoc basis and generally more 'active' when we are advertising and promoting events. The site can be viewed at: www.walledgarden.gg/</p> <p>With the site already in place we don't envisage the role being too onerous as the principal function will involve ensuring it is kept current and, ideally, updated weekly. Articles, adverts and promotional pieces would be provided by the members and would need uploading to the appropriate sections of the site.</p> <p>We would like it to be an attractive and easy to use site, but equally it needs to encourage people to visit the actual garden. A person who has the technical skills and opportunity to commit time to develop and enhance the site would be ideal.</p>
The Ivy Trust	<p>A volunteer with a trust/legal or governance background</p> <p>A volunteer with a financial or accounting background</p>	<p>The Ivy Trust are seeking two volunteers to help provide oversight to ensure the smooth running of the Trust's corporate responsibilities.</p> <ol style="list-style-type: none"> 1. The trustees are looking for a volunteer with a legal or trust background to ensure that the Trust is up to date with its responsibilities and advise on trust decisions and generally reviewing governance. This is a supervisory role that should not require more than 6h per month. 2. The Trust are in need of someone with a finance or accountancy background to oversee the Trust's transactions on a monthly basis. This would be a few hours a month at the most to ensure that everything on the financial side of the Trust's activities is being carried out correctly. <p>The Ivy Trust support bereaved parents at a very difficult time, through facilities at the PEH and small financial grants.</p>
Grow	Chairperson	<p>Grow is well known for producing excellent garden plants, vegetables and garden furniture for sale to enthusiastic island gardeners and community work that its staff carry out in garden maintenance. It is enthusiastically supported by a host of volunteer FrOG's (Friends of Grow) who work energetically to spread the word of Grow's important work, manning stands at Fetes, Agricultural Shows and other public events</p> <p>After some 30 years as Director and 15 years leading Grow as Chairman, Lieutenant-Bailiff and former Advocate, Patrick Palmer has decided it is time to step down from the role at the end of 2018. Mr. Palmer has seen the organisation develop into a key player in supporting the less fortunate in our society, particularly the learning disabled. The Board has expressed its gratitude for Adv Palmer's tireless commitment to Grow Limited.</p>

		<p>New deal for GROW vital for future-proofing employment for the disabled.</p> <p>Grow benefits from significant support from the States of Guernsey and is working with the Committee <i>for</i> Employment & Social Security to develop a new Service Level Agreement which we hope will increase the opportunities for our clients.</p> <p>By working in partnership with the Committee <i>for</i> Employment & Social Security we hope to be in a good position from which to launch a wholesale reshaping of the Grow site in a 24 month rebuild. This project would entail significant community effort to raise the expected cost of some £2.5m.</p>
<p>Relate</p>	<p>Director (Fundraising)</p>	<p>Relate is looking for a director with specific responsibilities for fundraising. This would include the following duties:</p> <ul style="list-style-type: none"> · To work in partnership with the Manager and other directors to develop and implement Fundraising strategies, including the preparation and presentation of applications for grants from various bodies, including States’ Departments. · To assist in the development of new and imaginative Fundraising activities to include recruitment and the management of volunteers to assist with Fundraising activities, · To help to identify those Fundraising activities with the greatest chance of success. · To motivate supporters to maximise fundraising and · To oversee and help build the donor contact databases in conjunction with the Manager. <p>Relate Guernsey’s purpose is to provide relationship counselling to those who need it within the Bailiwick of Guernsey. Counselling is provided to couples or individuals, regardless of sexual orientation.</p> <p>Funding is obtained from a variety of sources including an annual grant from the States of Guernsey. In addition, clients are asked to make a contribution towards the cost of their consultations, however no client is refused because he or she cannot afford the fees charged. Further funding is raised through various charitable sources and through the company’s own fundraising activities.</p>

Action Aid Guernsey Support Group	Secretary	<p>The Secretary's core duties are to liaise with the Chair to produce meeting agendas (5-6 meetings a year), circulate papers to the Committee ahead of meetings and to take brief notes at meetings. The Secretary is able to undertake other duties should they wish. This could include assisting with the organisation of an event, assisting with marketing or social media, or volunteering at one of our events.</p> <p>We are also looking for general volunteers again, so if possible, please could you also advertise that? General volunteers could do any of the following, depending on their preferences, skills, and the time they would like to spend volunteering:</p> <ul style="list-style-type: none"> • assist with organising events • volunteer for an hour or two at an event • assist with the preparation of newsletters • assist with social media and marketing • volunteer in our book shop (regular slot or ad hoc to provide cover) <p>There is no minimum time commitment required or fixed days/times. It is completely up to the individual volunteers.</p>
Carers Guernsey	Administrative Officer	<p>To support Board meetings (approximately bi-monthly) preparing agenda papers; taking minutes of the meetings and producing budget reports.</p>
Autism Guernsey	Outreach Volunteers	<p>To support our Ring Round service, befriending and peer support groups.</p>
Edible Guernsey	Understudy to the Financial Director	<p>Autism Guernsey are on the look out for a voluntary understudy, to work closely with their Finance Director. Qualified or part qualified accountant sought who can support the financial director in his work, and assist in all aspects of administering the charity, with a view to becoming a main player in the very near future.</p> <p>This is an exciting opportunity with real scope to learn new skills, shape the direction of Autism Guernsey, and contribute to making the island a more Autism-aware and Autism-friendly place.</p>
Edible Guernsey	Director	<p>Our mission is threefold</p> <ol style="list-style-type: none"> 1. Promote Social Growing Programs eg Community Growing, Outreach, Mental Wellbeing and Offender Rehabilitation programs. 2. Support Entrepreneurial and innovative use of redundant horticultural or underutilised agricultural sites

	Trustee/Leadership team member (various responsibilities)	<p>3. Test and Showcase new techniques and technologies to promote regenerative small-scale enterprises to grow more food on-island</p> <p>We need people willing to serve on a reconstituted board of directors in a non-executive capacity to guide the Trustee Leadership Team</p> <p>If you are interested please email info@edible.gg for further details.</p> <p>Edible Guernsey need volunteers to actively engage in their free time on the Trustee Leadership Team and take responsibility for:</p> <ol style="list-style-type: none"> 1. Fundraising 2. Social Media and Advertising 3. Marketing and Membership drives 4. Key stakeholder relationship management
Guernsey MS Society	Honorary Treasurer	<p>On a monthly basis the banking of all receipts (together with letters of thanks), the payment of all invoices and the associated book-keeping using the MS National online system, reconciliation of the three bank accounts.</p> <p>Annually the preparation of the accounts for MS National together with the completing of the required questionnaires. Presentation of the accounts to the local members at the AGM. Attending a monthly committee meeting.</p> <p>Average time spent is 5 hours a month.</p>
Wigwam	Chair	<p>Wigwam is celebrating its 20th Anniversary this year. They currently have a small committee of 4 Directors, one committee member and one part-time staff member. Wigwam is looking for a dynamic Chair to take its plans forward in 2019.</p> <p>Ideally, Wigwam is looking for someone who has experience as a Trustee in the charity sector and experience of being a Chair is desirable.</p> <p>The Wigwam team writes:</p> <p>We have approximately 120 member families and our core work is facilitating peer support through fun family events. Our family support co-ordinator also offers 1:1 practical and emotional support.</p> <p>This is an exciting time to be taking Wigwam forward with greater opportunity for working in partnership with other</p>

		<p>charities. Our part-time family support co-ordinator is pro-active and energetic and has already made positive changes to meet the needs of our members.</p> <p>If anyone is interested, please click here for a full role description, or contact Debbie on 07839 100506 or debbie.aldous@wigwam.org.gg</p>
Drug Concern	2 Directors	<p>Two directors with specific responsibilities for marketing, fundraising or public relations. Please read the full role description and the description of the duties of board members.</p>

Three main avenues for volunteering

Volunteer.gg

Volunteer.gg has been created for those who are keen to volunteer some of their time to a charity or charities in Guernsey and is administered by the Association of Guernsey Charities. Volunteer.gg works to establish a link between charities or voluntary groups who require assistance, and potential volunteers. The site lists many opportunities for volunteering, from events to longer term positions.

An opportunity to use your professional skills and experience Guernsey Community Foundation –

The Foundation runs a Volunteer Matching Programme which sources and mobilises volunteers with professional skills in business planning and strategy, advice on governance issues, finances and audit, marketing and PR, design, IT and places them within voluntary organisations that need their specific expertise. Visit www.foundation.gg for more information on volunteering your skills through this scheme or contact William Carter on will@foundation.gg or call 748056.

Go direct! Information on making contact with charities is available on the Association of Guernsey Charities www.charity.org.gg

The AGC is a members' organisation supporting local charities. If you're not quite sure what you're looking for but are passionate about a particular charity or cause, the Association of Guernsey Charities' website – www.charity.org.gg – shares the contact details of all of its members. Details are on the website.

