

VOLUNTEER POSITION FORM

Organisation details

Organisation name: **angelhands Inc.**

Address: **P.O. Box 1348 South Perth, WA**

Postcode: **6951**

Coordinator/contact for this job: **Anita Moretta**

E-mail address: **deputy@angelhands.org.au**

Telephone: **0431 073 460 or 9244 8344**



Position details

Name of the volunteer position: **Fundraising Officer**

Position description (*include tasks and any extra information that might help make this position attractive to potential volunteers*): **We are currently seeking fundraising officer to organise and run fundraising activities to help grow our organisation. All funds raised help strengthen and secure angelhands' services, which support and help people affected by serious personal violence.**

Location address of this position (*If different from above*): **NOR; specifics available once interest is confirmed**

Location postcode: **6021**

Requirements (*Qualifications, experience, skills*): **Previous work in fundraising activities desirable**

Time required? **Minimum 2hr p/w**

Working with children check required? **YES / NO/SOMETIMES**
Police check required? **YES / NO**
Payable by: **AGENCY / VOLUNTEER**
Working: **ALONE / WITH OTHERS**
Wheel chair access? **YES / NO**
Is this position urgent? **YES / NO**

How many volunteers are required? **1 - 2**

Age range (*If there is an agency/insurance requirement*): **Minimum 20+ years**

Any additional information about this position? **Sound computer knowledge essential, must be able to work alone and as part of a team, some experience in organising events or fundraising would be beneficial but is not essential.**

Position available (mark all that apply)			
	Am	Pm	Evening
Monday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Friday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What public transport is available? (*Number of bus/train*): **10mins from Stirling train station / Bus routes 424 and 414**

Reimbursement (*Type and amount e.g. petrol allowance, lunch/tea/coffee provided*): **Not currently**

Training (*What training is available for this position*): **Internal training and possibility of attending relevant training courses.**

Could this position be suitable for:

A volunteer from a Non English Speaking Background? YES / **NO**
A volunteer with a disability (with support if required)? YES / **NO**
A Corporate Volunteering Team? YES / **NO**
Student volunteers (Aged 14 to 17 years)? YES / **NO**