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**Social Media Volunteer**

**Overview**

We are looking for an enthusiastic, hands on social media volunteer to help us increase our online presence on Facebook, Twitter and Linkedin introduce us to Instagram to drive awareness of our charity’s work and grow our network of supporters.

**Key Duties**

* Keeping our social media channels updated, monitoring activity and responding to interactions
* Supporting our overall social media strategy by encouraging others to comment and share and increasing our number of followers
* Make links to appropriate new individuals or organisations to build and sustain new relationships within our online community
* Source new content from Age UK Leeds staff and other external contacts for news stories on social media

**Skills/Knowledge/Attitude:**

Volunteers should have some experience in social media however this doesn’t need to have been in a work situation. You may have experience from volunteer work or personal interests.

Volunteers need to be friendly and approachable, with good communication skills.

This volunteer role can be undertaken remotely and we are looking for someone to support us for 2-4 hours a week for at least 3 months.

**Volunteer Commitment**

All Age UK Leeds volunteers are offered a full induction. Volunteers also have access to training, informal supervision, briefings and opportunities to participate in social events. Age UK Leeds will provide specific training relevant to the role. All agreed out of pocket expenses such as travel costs will be met by Age UK Leeds.

We offer:

• support and training

• work experience

• opportunity to develop new skills and interests

• chance to meet new people

• an opportunity to contribute to and be part of an established organisation specialising in the knowledge and understanding of the older people of Leeds

A full DBS will be completed where appropriate, which we will organise and pay for, and references must be received before commencement.

**How to apply**

To find out more about this volunteering role please contact Lisa on lisa.burnett@ageukleeds.org.uk to arrange an informal chat.

If you wish to apply, you can do so via our website [Age UK Leeds |Befriend an older person](https://www.ageuk.org.uk/leeds/get-involved/volunteer/volunteer-roles/) or email volunteering@ageukleeds.org.uk