

Communications & Marketing Volunteer

Role profile

Overview: An important role designed to modernise and maintain any and all communications and marketing within the organisation and provide support for our staff as required.

Location: Age UK Southampton (AUKS) office/home based

Communications & Marketing volunteer responsibilities:

- Support the core team with the creation of regular communications and marketing materials, such as the volunteer newsletter, consent for social media channels and news stories for the website.
- Advise the core team on how best to engage with key stakeholders including volunteers and the local community.
- Suggest methods to modernise existing communications and marketing activities using new technology or communication channels.
- Provide support for key fundraising campaigns as required.
- Provide support for ongoing volunteer recruitment and retention.

Personal qualities:

- A strong interest in the work of Age UK Southampton
- A passion for communications and marketing
- A positive, can-do attitude

Key skills:

- Knowledge of communication channels and relevant best practice guidelines.
- Strong copywriting skills and the ability to create clear, consistent communications.
- Strong attention to detail.
- Good time management.
- The ability to guide and advise colleagues to create effective communications.
- The ability to work proactively and identify opportunities to provide support throughout the organisation.
- The ability to liaise confidently with senior stakeholders, including the Chief Officer.
- Previous experience of working in a communications or marketing role desired.

Time commitment:

Minimum of 2 hours a week

