



# Volunteering and Fundraising Officer

## About volunteering with SUSU:

The Union's mission: **unlocking the potential and enriching the life of every student. As a student-led organisation the hard work and dedication of our student volunteers is vital to our mission.**

**As our Volunteering and Fundraising Officer you will have a leading role in representing students who take part in Volunteering and Fundraising activities while studying. This includes working with SUSU societies to support and promote the volunteering and fundraising work of students across all our sites.**

**We provide full training at the beginning of the year as well as advice and support as you continue in your role. You will gain a wealth of experience through your voluntary role with SUSU, experience that you can use to improve your future employability while receiving recognition for the work you accomplish.**

**While volunteering with SUSU as our Volunteering and Fundraising Officer, your role in this mission is described below.**

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## The main purpose of your role:

- 1) To represent, support and develop the volunteering and fundraising activities of our students**
- 2) To promote the benefits of volunteering and fundraising to the wider student population**

## The main responsibilities of your role:

**To represent, support and develop the volunteering and fundraising activities of our students**

- To take an active role within Student Volunteering Week activities and campaigns.
- Advocating SUSU projects and initiatives.
- To positively work alongside student groups and societies to develop new initiatives and events across campus.



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**To promote the benefits of volunteering and fundraising to the wider student population**

- To promote established SUSU and University volunteering based initiatives.
- Take a lead in the promotion and delivery of Student Volunteering Week and our Society and Volunteering Awards.
- To work alongside SUSU to help develop reward systems and social support for student volunteers and fundraising.

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**Where can you find guidance?**

**Sabbatical Officer:**

[vpactivities@soton.ac.uk](mailto:vpactivities@soton.ac.uk)

**Activities Team:**

[activities@susu.org](mailto:activities@susu.org)

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**How to nominate for the role:**

**In order to stand as a candidate, you will need to submit a short statement letting everyone know why they should vote for you. You don't need to have any previous experience so simply focus on what you will achieve if elected.**

**Log in to our website at [www.susu.org/elections](http://www.susu.org/elections) and fill out the nominations form. There is no need to create a new account, just use your University credentials.**

**For any queries about the election, please contact us at [elections@susu.org](mailto:elections@susu.org)**



## Volunteering and Fundraising Officer

### **Time Commitment and Expectations**

**There will be times throughout the year where you may be called on to help promote and spread awareness for SUSU campaigns. There will be key meetings that you must attend and you must attend relevant SUSU meetings.**

**If at any point you find that you are struggling to balance voluntary work with your studies we understand that your degree must come first. Please, come and speak to us and we will always try our best to make things easier.**