

Volunteer Role Description

Bid Writer

Signal works with people who are deaf, have hearing loss and those who experience tinnitus. Our work takes place in the UK, in Shropshire, where we are based, and internationally in sub-Saharan Africa, where we have projects in Malawi, Tanzania, Uganda and Zambia. We welcome volunteers from all backgrounds and walks of life.

Role Description

Our small and hardworking team are looking for a volunteer bid writer to increase our capacity to apply for grants and bids to support the continuation of our projects in the UK and Sub-Saharan Africa.

The role will involve researching, writing, proof reading and sending grant applications. You will work closely with members of our team of staff and volunteers to ensure that funding applications contain accurate information and are completed to a high standard. You will also use a data base (Salesforce) to record your work.

We would like to hear from people with experience writing successful bids or similar who have time to support our charity.

Location: from home

Hours: 2 – 8 hours per week

What we offer

- Opportunity to develop skills and knowledge of working in a charity
- The chance to make a vital contribution to an organisation that is passionate about what it does
- Prospect of building experience for a CV – we give references for committed volunteers
- In-house and external training courses applicable to your role
- Working under the supervision of an experienced member of the team at Signal

What we ask from you

- Friendly and reliable
- Good communication skills including excellent written English
- Experience writing funding applications desirable but transferable skills and experience will also be considered.
- IT literacy (Microsoft office, internet and databases)
- Excellent organisational skills

For an application pack or to discuss further please contact...

Hester Schofield

Volunteer Coordinator

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This role is purely voluntary and this arrangement is not meant to be a legally binding one or an employment contract.