



## Volunteer Role Descriptions

### **Research and Marketing Volunteer**

#### Role duties:

- Research local Dementia peer support groups and services, older LGBTQ support groups, carers and befriending organisations to support Rainbow Development Worker in their role of networking to raise awareness of issues affecting people from LGBTQ community with Dementia.
- Research informal social structures of older people from LGBTQ community i.e pubs, alt social gathering spaces in order to target hard to reach individuals, with a view to a potential pop-up information/activity session in a local community space
- Research and compile list of press, listings and social media opportunities for marketing and promotion of Rainbow Café
- Research local practitioners knowledgeable in areas such as Power of Attorney, Next of Kin, and Befriending organisations to support Rainbow Cafe Development Worker organise information sessions
- Update and compile contact, community and marketing databases for Rainbow Café

#### You are:

- A member of and passionate about supporting the LGBTQ community
- Committed, organised and friendly
- Comfortable using Excel for compiling databases
- You have an interest in learning more about issues that affect LGBTQ older people, their unique support and social infrastructures

#### In this role you will:

- Work flexibly, either remotely or in the office up to 4 hours per week
- Gain experience in administrative work in a vibrant LGBTQ charity
- Develop new transferable skills
- Meet other LGBTQ people who are committed to supporting our community
- Be a valued part of the Switchboard team, helping us deliver our vital services
- Uphold LGBTQ Switchboard's standards of confidentiality, inclusivity and professionalism

Please apply by 6 September, interviews are on 18 September. Please fill in or download the application on our website <https://www.switchboard.org.uk/how-you-can-help/>



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