

INFORMATION VOLUNTEER ROLE

Summary of this role

To provide support to information services of Encephalitis International.

What's involved?

- Building knowledge of and keep up to date with the organisation activities and services
- Building knowledge of the information services that Encephalitis International provides
- Reviewing booklets, factsheets and any other information resources in various formats
- Reviewing the website and YouTube channel
- Helping to organise/take part in focus groups regarding our information resources
- Participating in any other projects depending on skills/experience/availability
- Completing any necessary training to help support you in your role
- Providing feedback and report details of your activities to Encephalitis International on a regular basis

Please note that the Information Volunteer role does not allow you to give medical or other specialist information or counselling. Dealing with social media, press, media and PR are only permitted with a prior agreement from the Encephalitis International.

What's required?

- A good understanding of encephalitis and its implications
- The willingness to read, review and feedback on different info resources
- Be able to provide constructive feedback
- Access to the internet and a computer, tablet or mobile telephone
- Attention to detail

Benefits to you

- Be part of a passionate and caring team who want to make a difference
- Personal development
- Recognition of your contributions to Encephalitis International
- Reasonable expenses paid
- Increased likelihood of gaining paid work from voluntary experience
- Possibility to make a difference in somebody's life

Estimated hours

Flexible, depending on individual commitments and the organisation agenda.

Place of volunteering

Home-based/online, with the possibility of attending meetings or focus groups in public locations.