

Lake District Foundation - Volunteer Advert

Database Support

Organisational overview	<p>Our Mission:</p> <ul style="list-style-type: none"> • That the Lake District will be a place where its prosperous economy, world class visitor experiences and vibrant communities come together to sustain the spectacular landscape, its wildlife and cultural heritage <p>Our Vision:</p> <ul style="list-style-type: none"> • To increase giving into the Lake District, including securing £1 from each visitor. • To distribute this income to effective projects, organisations and programmes of work that help our vision to be realised
Location	Murley Moss Business Park, Kendal
Responsible to	Administration Officer
Summary of role	We are looking for a motivated volunteer to support the management of our database, so that we can acknowledge our current supporters and reach new audiences.
Time Commitment	At least 1 day per week, for a minimum of 2 months, but we are happy to discuss your needs.
Skills needed	<ul style="list-style-type: none"> • Enthusiasm and commitment • Experience in handling and entering data • Ability to work independently and as part of a team • An interest in local landscapes, wildlife and cultural heritage
Training and support	<ul style="list-style-type: none"> • Induction to organisation and support with all aspects of the role.
Reimbursement of expenses	<ul style="list-style-type: none"> • Out of pocket expenses will be reimbursed: • Mileage costs from home to office at 45p per mile (car or van) and 20p per mile (bicycle) up to a maximum of £10 per day. • Public Transport costs up to a maximum of £10 per return trip.
Benefits to you	<ul style="list-style-type: none"> • The opportunity to develop new and existing skills and gain experience • The opportunity to meet new people • Be a part of a new and growing organisation • Knowing you are making a vital difference to the work of the Lake District Foundation and our beneficiaries