



International Association for Counselling
 Founded 1966



Volunteer Role Description: Sponsorship and Fundraising

ROLE TITLE:	IAC Sponsorship and Fundraising Volunteer
Responsible to:	CEO or Council member responsible for Fundraising
Term	An initial commitment of two years is sought
Role Summary:	To join a great team of volunteers to help coordinate and support our volunteers worldwide.
Volunteer Hours: Time Commitment	110 -- 140 hours annually This works out as approximately 2 hours per week plus meetings. From time-to-time additional meetings may be required.
Duties Include:	Duties will be agreed prior to placement but are likely to include some of the following: <ul style="list-style-type: none"> • Engage in, assist and support the IAC fundraising efforts • Identify prospective sponsorship relationships • Communicating with potential sponsors • Identify and make grant applications • Attending regular group fundraising meetings • Sending Sponsorship request emails (templates provided) • Suggesting improvements to sponsorship/fundraising processes.
Meetings:	<ul style="list-style-type: none"> • Approximately six, 1.5-hour fundraising team meetings per year. <p style="text-align: center;"><i>*All meetings are conducted virtually</i></p>
Skills and Qualifications:	<ul style="list-style-type: none"> • Must be aged over 18 • Excellent interpersonal and communication skills. • Organised, conscientious and attentive to details. • Some administrative experience. • Database management (Excel / Google Drive) experience a plus. • Understanding of and commitment to the organisation's mission & values. • Ability to work on own initiative. • Willingness to learn new skills.

Support and Training:	Training will be provided as required. This will include an online induction and demonstration of the tasks.
Volunteering Location	All volunteers work 'virtually' i.e., from their own country and computing base (e.g., home computer/personal device). Work times are completely flexible.
Benefits:	<ul style="list-style-type: none"> • Personal fulfilment: Knowing that you are helping make counselling more available worldwide • Learning new skills and experiences • Additional knowledge of the profession • Something for your Resume/C.V. • A chance to meet new people from around the world • Career progression and professional development
Confidentiality and Conflict of Interest:	IAC volunteers are subject all IAC policies including the IAC Confidentiality and Conflict of Interest policies.

Recruitment Process -- Next steps:

1. Please fill in the IAC volunteer application form [CLICK HERE](#)
2. An online meeting will then be arranged

IAC Organisational Overview:	<p>The International Association for Counselling (IAC) is the world body for the counselling profession. Established in 1966, IAC is an International Non-Governmental Organization (INGO). IAC's humanitarian movement advances the development of counselling in order to improve people's lives and well-being. Our association and members strive for human rights and the inclusive, sustainable development of our profession through the promotion of counselling, best practice and international cooperation.</p> <p>Our Vision is: "A World Where Counselling is Available to All".</p>
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IAC Supports the United Nations Sustainable Development Goals

Updated: N. Kelly, June 23.

