



PLAN INTERNATIONAL IRELAND

PUBLIC ENGAGEMENT VOLUNTEER

LOCATION: 11 HARRINGTON ST., DUBLIN 8
REPORTING TO: DONOR RELATIONS OFFICER

VOLUNTEER OPPORTUNITY WITH ONE OF THE WORLD'S LARGEST AND MOST EFFECTIVE INTERNATIONAL CHILDREN'S CHARITIES

IF YOU'VE BEEN THINKING OFFERING YOUR TIME AND SKILLS TO CHARITY, AND ARE PARTICULARLY PASSIONATE ABOUT CHILDREN'S RIGHTS AND GIRL'S RIGHTS, THEN WE WANT YOU TO JOIN OUR TEAM.

WHO ARE PLAN INTERNATIONAL?

Plan International is a children's charity that fights for children's rights, particularly girls, who live in the poorest regions of the world.

We work with girls and their communities to build schools, educate teachers, end child marriage, child labour and trafficking, provide vocational training, provide loans to start small businesses, and much more.

In emergencies, we save lives and ease suffering by providing shelter and sanitation, while also creating safe spaces to protect and keep children in school.

We work at local, national and international level across 70 countries to influence governments to tackle the root causes of child poverty and to create a more equal world for girls - because girls in the poorest regions of the world are more likely to live in poverty, be denied an education and go hungry.

Plan International Ireland supports Plan International's work worldwide.

Plan International Ireland has over 6,000 members of the public who support our work primarily through Child Sponsorship. In addition, funding is currently received from a variety of sources including fundraising initiatives, Irish Aid, the EU, corporates and trusts and foundations.

In addition to its work overseas, Plan International Ireland strives to raise awareness of development issues in Ireland through media relations, key events, advocacy and development education.

GENERAL DESCRIPTION OF THE ROLE

Working with the Public Engagement Team, you will be supporting the Donor Relations Officer to co-ordinate communications between children and their sponsors. In addition to this, the volunteer will have the opportunity to conduct research, support event co-ordination and to provide assistance to the team across various areas including Marketing, Fundraising and Digital Media.

This role would suit someone with an interest in, and an understanding of, international development and human rights. In particular, the ideal candidate will be enthusiastic about communicating Plan's overseas development work with supporters and the general public.

Someone with excellent attention to detail and an interest in learning about the internal workings of a leading International Development Organisation will thoroughly benefit from this role.

RESPONSIBILITIES

DONOR CARE

You will act as the mediator of communications between our donors and the children they sponsor around the world. In this role you will develop highly desired professional skills in operating CRM systems, as well as getting a great insight into fundraising, including recruiting and maintaining supporters.

FUNDRAISING EVENTS

You will assist in bringing our current Plan campaigns to new audiences, including our 'Because I Am A Girl' branded events such as overseas Treks and Challenges and the gala ball. This will involve creative marketing and acting as an ambassador for Plan International at these events.

DIGITAL & SOCIAL MEDIA CONTENT

You will be involved in sourcing and developing content for our newsletters and social media channels. This will include bringing inspirational stories from our Overseas Programmes to our supporters and other innovative methods necessary to building a lively and enthusiastic brand. This will enhance your skill set in communications for development and in fundraising.

In addition to these tasks, we can support you in developing skills according to your own professional goals.

Please note that this is not an internship, but an opportunity for those looking to do something worthwhile for a good cause. However, to say thank you, we will be able to provide a valuable learning opportunity for those interested in public engagement in the development sector.

SKILLS, EXPERIENCE AND QUALITIES REQUIRED

- Computer literate
- Fluency in English
- Strong attention to detail
- Excellent telephone manner
- Excellent communication and organisation skills
- A genuine interest in the development or humanitarian sector

Hours: 2 - 3 days per week (hours negotiable)

Duration: Minimum of 4 months

Expenses: Plan Ireland covers travel expenses to and from our office.

HOW DO I APPLY?

If interested in this role then please email your CV with a cover note detailing your suitability for the role to katie.hennessy@plan-international.org before 5 p.m. on Wednesday March 21st.

- *This document is not intended to be an exhaustive role description - it serves only as an overview of the role.*
- *Garda checks and clearance are essential prior to volunteer posting as part of Plan Ireland's child protection controls.*