

Volunteer Role Description

Marketing and Communications Volunteer

****Please note that due to the current Covid situation, all volunteering roles will be virtual for the foreseeable future. Please get in contact with our volunteer manager Philippa Higginbottom (philippahigginbottom@soundabout.org.uk) to discuss this and how roles may differ as a result.****

Potential time commitment: A minimum of 6 months, 4 to 6 hours a week

Location: John Eccles House, Robert Robinson Avenue, Oxford Science Park, Oxford, OX4 4GP

About Soundabout

Soundabout is a national charity that aims to use music and sound to unlock the potential of children, young people and adults with severe or profound and multiple learning difficulties, including those with autism. Established in 1995, the organisation received charity status in 1997. Since then, we have pioneered the use of music, rhythm and sound to give disabled children and adults a voice, a way to express themselves and be listened to.

What this role will entail

To assist in creating relevant, engaging content and updating social media channels and website. We aim to increase awareness about the charity and our events and participant sessions. The volunteer will be able to lead on a fixed project determined by their expertise and skills. We are looking for someone who is a great communicator, enthusiastic and has previous experience in either marketing, social media or PR through education, work or volunteering.

Specific responsibilities and tasks

- Write varied types of content and keep our social media channels and website up to date.
- Develop the Soundabout photographic library and obtain photo/media consents
- Increase the number of followers, likes, shares and post engagements.
- Contribute to the planning and facilitation of promotional events and fundraising activities
- Help to build the Soundabout brand and advocate on behalf of the charity
- Review the analytical data and reporting back on social media objectives and targets

Reporting to: CEO and Programme Officer

Training: All training will be provided dependant on the role and responsibilities.

Expenses: Out-of-pocket travel costs between home and volunteering place will be offered, as will any reasonable expenses agreed in advance with the volunteer line manager.

How to apply: Please send the completed volunteer enquiry form to philippahigginbottom@soundabout.org.uk or Soundabout, John Eccles House, Robert Robinson Avenue, Oxford Science Park, Oxford, OX4 4GP