

Join Our Team as a Digital Volunteer

Age UK Hillingdon Harrow and Brent is a caring charity dedicated to “creating a world where everyone can love later life.” We rely on the generous support of people like you to make it happen.

Are you a digital whiz with a knack for website updates and social media savvy? We're on the hunt for a dynamic Digital Volunteer to join our team!

You'll be at the heart of our efforts to raise awareness about our work for older people and supporting the marketing of our free and paid for services.

What We're Looking For:

- **Website Management:** Regularly update and maintain our website content to ensure it's fresh, engaging, and accurate
- **Social Media:** Create, schedule, and post eye-catching content across our social media platforms
- **Content Creation:** Develop compelling written and visual content that drives engagement and brand loyalty
- **Analytics:** Monitor and analyse website and social media performance
- **Collaboration:** Work closely with the marketing team to align online content with overall marketing strategy
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What are we looking for:

- Experience in updating websites and social media content creation
- Willing to learn new skills – don't worry we will support and train you
- Excellent written and verbal communication skills
- Knowledge of content management systems (we use CMS but don't worry if you haven't used it, we can train you) and social media platforms
- Creative mindset with the ability to think outside the box
- Passionate about making a difference to our service users

What type of person we are looking for:

- **Enthusiasm:** A positive attitude and passion for our cause
- **Organisation:** You're good at planning and can juggle multiple tasks with ease
- **Creativity:** You love thinking outside the box and coming up with new ideas
- **Reliability:** You're dependable and can commit to helping us on a regular basis

What You'll Get:

- The joy and satisfaction of knowing you're making a real difference
- Valuable skills that you can add to your CV
- Meet like-minded people and become part of a supportive and friendly team
- We will make sure that you receive appropriate training for the role and that you have the support of a member of staff
- We offer a range of benefits to our volunteers and will also cover agreed out-of-pocket expenses

Time Commitment:

- Regular commitment of at least 3-4 hours a week

How to Apply:

If this sounds like you, we'd love to hear from you! Please sign up to be a volunteer by going to <https://www.ageuk.org.uk/hillingdonharrowandbrent/get-involved/volunteer-for-us2/apply-to-volunteer2/> and fill in our quick and easy form or please email volunteering@ageukhnb.org.uk or call 020 8756 3040 if you have any accessibility needs.

Join us and help make a real impact in our community. We can't wait to work with you!

This role outline is binding in honor only and is not intended to be legally binding.

Age UK HNB is an equal opportunity organisation.

Age UK Hillingdon Harrow and Brent is committed to safeguarding and promoting the welfare of all older people and children within the London Boroughs of Hillingdon Harrow and Brent.

