



# Forces Online CIO

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Registered Charity: 1188955 (England & Wales) SC050678 (Scotland)



## County VSC/Fundraisers

### **Working from home** **Locations UK Nationwide**

Forces Online is a small nationwide cross-border charity set up to help our nation's military Veterans their families and dependents in times of hardship and need.

We offer you a fantastic opportunity to help identify local opportunities to engage with your local community and to network with supporters. As a VCS (Veteran Support Coordinator)/Fundraiser you will work within your local community boundaries as an information provider to help develop the Veterans Directory which is the Forces Online information system, and or look for an arrange any local fundraising activities. We are also happy for VSC/Fundraisers to build their own local teams and upgrade to Senior positions.

### **About the Role**

Our VirtualHub operators are countrywide and can be based anywhere in the United Kingdom to represent Forces Online on a local basis which means you will be looking for local opportunities in your area to support Forces Online. Initially you will be provided with an ID, publicity material, email & DBS. Full training and expenses will be provided. Ideally you will have connections through the armed forces community, either having served, a family member or supporter of the armed forces. Support will be provided by our central HR and finance team and online portal. The information and tech support will be provided by WebHQ which is our own IT department. Opportunities to develop further in the organisation will be available for the right people.

### **What you are doing**

- You will agree an area and boundaries that you will be responsible for.
- The hours are various which means you work a much or little as you like.
- You will act as the local eyes and ears of the organisation looking for opportunities with other registered support organisations who want to be included in the Veteran's Directory <https://www.veteransdirectory.org.uk> these can be purely set-up to look after members of the armed forces or other organisations who as part of their remit include and come into contact with armed forces community members.
- You will look for local fundraising opportunities and represent Forces Online at local level during meetings, activities, and fundraising events.
- For the right people you will find other like-minded individuals and form a small local team with the support of our central services.
- You will sign-post any welfare cases to our Welfare Support team and make us of our information provider for general enquiries.

### **This roll will suit you if you:**

- Are friendly, confident, and trustworthy.
- Enjoy speaking to people from the armed forces community.
- Enjoy banter with other veterans.
- Want to make a difference to supporting veterans and their families.
- Live in a local community in the United Kingdom.
- Have online access.

### **What you can expect from us:**

- We will make you feel welcome, included, and respected.
- You'll have a role manager who will support you throughout your journey with us.
- Out of pocket expenses agreed before you start in line with our policy.
- We'll keep you up to date with relevant policies, procedures and training that apply to your role.

- You'll have access to learning, development, and engagement opportunities for volunteers.

## When you can volunteer

You can volunteer:

When	Mon	Tue	Wed	Thu	Fri	Sat	Sun
AM	✓	✓	✓	✓	✓	✓	✓
PM	✓	✓	✓	✓	✓	✓	✓
Evenings	✓	✓	✓	✓	✓	✓	✓

## Requirements

- References needed.
- Age restrictions apply.

## What we need from you:

To ensure the safety and security of working with vulnerable people:

- One reference and proof of identity.
- Essential learning to be complete before starting in your role will take about 1 day.
- You will be home based.
- Mobile Phone for staying connected and safety.
- Agree to and sign our confidentiality Agreement.

## To apply or find out more:

We have a brief application form and once it is completed and sent a member of the team will be in touch to discuss and process your application [HERE](#)

You can find out more about the position of volunteer tin collector by emailing [administration@forcesonline.org.uk](mailto:administration@forcesonline.org.uk) and leave you phone number or call 0300 300 2288. Further information is available via our [VirtualHub](#) between 10am and 4pm Monday to Friday.