



Fundraising & Development (volunteer)

About PCD Support UK

PCD Support UK is a charity which supports those with Primary Ciliary Dyskinesia (PCD). PCD is a rare genetic disorder affecting approximately 1 in 15,000 in the UK. PCD Support UK is here for those affected by PCD, we talk about PCD as widely as possible, and we champion research to improve its diagnosis, management, and treatment.

Our Mission

At PCD Support UK, we:

- Support to people who have PCD, or are suspected of having PCD and their carers
- Bring PCD to the attention of the medical community
- Provide an up-to-date information service
- Raise awareness of research to aid diagnosis and treatment of patients with PCD
- Work with the NHS and other bodies to ensure patients have access to diagnostic services and on-going care
- Fundraise to support the above activities

Find out more about PCD and our charity on our website: www.pcdsupport.org.uk

The Role: Fundraising & Development

We are looking for a volunteer with experience of raising funds, making grant applications, and supporting volunteer fundraisers to join our Management Committee. This role is fully remote.

Responsibilities include:

- Applying for grants and awards relevant to the charity objects of PCD Support UK
- Increasing the number of fundraisers who support our Charity through producing and executing a fundraising strategy

- Work with the Communications team to produce appealing content to raise awareness of fundraisers' efforts
- Support fundraisers by contacting them during their fundraising process, liaising with our Merchandise volunteer to supply them with appropriate materials, and provide them with a letter of thanks upon completion of their fundraising aim

Person Specification

Essential

- Knowledge or experience of supporting volunteers
- Excellent interpersonal skills
- Highly organised and confident working independently
- Able to dedicate approximately 1-2 hours per week to this voluntary role
- Experience of successfully applying for grant funding

Desirable

- Good working knowledge of the charity sector
- Knowledge or experience of increasing income through fundraising

TO APPLY

**Please send your CV and Cover Letter to chair@pcdsupport.org.uk .
CLOSING DATE: 5pm, Friday 20th May 2022.**