

# CONVERSATION OVER BORDERS



## ABOUT US

**We are a community of volunteers, staff and displaced people supporting refugees and asylum seekers to thrive in their new lives in the UK.**

Our vision is more equal, connected communities, through reducing social isolation and ensuring that everyone the tools they need to succeed.

## WHAT WE DO

**English & Befriending Programme:** Our flagship programme brings together people seeking asylum with people living in the UK one-to-one to bridge borders, make friends and practice English. Our classes are run one-to-one online to ensure they are accessible to people across the country.

**Wellbeing Programme:** We offer online peer-to-peer mental health support groups and counselling in English and Arabic, for volunteers and learners. We encourage active participation and facilitation of the group sessions by people with lived experience of displacement.

**Digital Inclusion Programme:** To tackle digital exclusion, we repurpose donated phones, laptops and tablets and offer them with internet connection and digital training to refugees and asylum seekers across the UK. This works in conjunction with our other Programmes so that clients can access our online support, and stay connected to their friends, families and communities.

**Storytelling Programme:** We platform the voices and stories of displaced people through film, photography and writing. Through our current 'Refugee Heritage Project', run in partnership with Refugee Radio and National Lottery Heritage Fund, we are platforming refugee heritage stories through a documentary, podcast series and book, releasing at the end of 2022.

**Join our community to welcome people seeking sanctuary to the UK!**

# COMMUNICATIONS VOLUNTEER



## Role Description

### PERSON SPECIFICATION

Do you have an eye for great design, knowledge of PR and marketing, or experience organising events or fundraising?

We are looking for volunteers seeking to support a grassroots organisation making a big impact to join our Communications Team!

Roles we are seeking:

- **Graphic Design Volunteers** (experience using Canva or other design software)
- **PR and Media Volunteers** (experience in gaining and growing organisations' visibility and media presence)
- **Events and Fundraising Volunteers** (interest or experience in organising online or in-person events and/or fundraising experience)

The ideal people would have an interest in news and campaigns impacting refugee rights in the UK or in the film world, or a willingness to dive in and learn! They must be confident working in close contact with the Founder and volunteers to plan content across our social media platforms (Instagram, Facebook, LinkedIn) as well as delivering fresh ideas to grow our reach.

This is a home-based, remote volunteering opportunity. The commitment is 2-4 hours per week, including one team meeting.

## TO APPLY:

Email a paragraph explaining why you're interested in the role and your CV **or** an example of your design work to [info@conversationoverborders.org](mailto:info@conversationoverborders.org) with "Communications Volunteer" as the subject line by 16th August 2022.

**Please let us know if we can make this process more accessible for you.**

## KEY TASKS

**Depending on which role you are interested in, some tasks might include:**

- Creating social media graphics and engaging stories for Facebook, Instagram and Linked In.
- Writing culturally sensitive and accessible copy for social media captions.
- Scheduling posts using Buffer, Canva and our social media calendar.
- Building out a database of contacts for PR and media opportunities.
- Organising and promoting fundraising events and campaigns.

## BENEFITS

- A friendly and supportive team of people striving to support refugee rights
- Qualified training opportunities, including Safeguarding, Mental Health, Diversity & Inclusion.
- Experience working in grassroots support with individuals with lived experience of displacement
- Playing an impactful role in our development!