

# VOLUNTEER



COMMUNITY ACTION  
Bradford & District

## ROLE GUIDE

### E5 WOMEN & GIRLS EMPOWERMENT PROJECT

| ROLE DETAILS   | MAIN DUTIES  | PURPOSE   |
|--|--|---|
| <ul style="list-style-type: none"><li>• Title: e5 Project Volunteer</li><li>• Location: Keighley</li><li>• Expenses reimbursed</li></ul>             | <ul style="list-style-type: none"><li>• Prep for, attend and minute meetings</li><li>• Arrange bookings for events</li><li>• Assisting with events</li><li>• Data inputting</li><li>• Outreach work</li><li>• Creation of marketing material</li><li>• Social media updating</li></ul> | <ul style="list-style-type: none"><li>• To empower Keighley women and girls, provide opportunities and tools to improve their quality of life.</li></ul>    |
| QUALITIES NEEDED   | BENEFITS TO YOU  | SUPPORT PROVIDED  |
| <ul style="list-style-type: none"><li>• Approachable</li><li>• Friendly</li><li>• Able to talk to women of all ages, cultures, backgrounds</li></ul> | <ul style="list-style-type: none"><li>• Develop event planning skills</li><li>• Become part of a team</li><li>• Better understanding of Keighley community</li><li>• Gain confidence</li><li>• Improve your CV</li><li>• Work with women from different backgrounds</li></ul>          | <ul style="list-style-type: none"><li>• Supervisions by e5 Project Worker</li><li>• Induction and Training</li><li>• Guidance and ongoing support</li></ul> |

FOR MORE DETAILS OR TO APPLY CONTACT JO  
HORROX AT [JOH@CABAD.ORG.UK](mailto:JOH@CABAD.ORG.UK) OR RING 01535 612500