



Creative, Reflective, Emotive, Art Therapy for Everyone

CRAFTING FROM THE HEART

# **\*\*NOW RECRUITING\*\***

## **Volunteer Grant Writer**

<b>Location:</b>	Wokingham (remote and in-person options available)
<b>Commitment:</b>	Flexible hours, up to 5 hours per week
<b>About Us:</b>	Create! Crafting from the Heart is a Community Interest Company dedicated to promoting well-being through therapeutic Art Journaling and craft workshops. We offer both virtual and in-person sessions, fostering mindfulness and creative expression. Our mission is to support individuals in their journey toward better mental health and self-discovery.
<b>Role Overview:</b>	We are seeking a skilled and enthusiastic <b>Volunteer Grant Writer</b> to support our mission by researching, creating, and submitting grant applications to secure vital funding. This role is essential in crafting proposals that clearly communicate our organisation's goals and highlight the impact of our work in the community.
<b>Responsibilities:</b>	<ul style="list-style-type: none"><li>• Research sponsors and foundations to ensure alignment with our CIC's ethos and past funding projects.</li><li>• Continuously seek new funding opportunities while maintaining strong relationships with previous funders.</li><li>• Prepare detailed organisational information, including accounting records and plans demonstrating how the funds will be utilised.</li><li>• Maintain contact with current sponsors and cultivate new support for the CIC.</li></ul>
<b>Skills &amp; Qualifications:</b>	<ul style="list-style-type: none"><li>• Meticulous and detail-oriented writing and communication skills.</li><li>• Strong research abilities to understand organisational needs and funding landscapes.</li><li>• Excellent interpersonal skills to engage effectively with donors.</li><li>• Knowledge of art and creative CIC business practices is an advantage.</li></ul>
<b>What We Offer:</b>	<ul style="list-style-type: none"><li>• An opportunity to contribute to a meaningful cause and make a positive impact.</li><li>• A chance to develop and enhance your financial management skills.</li><li>• Flexible working hours to suit your schedule.</li><li>• A supportive and collaborative environment.</li><li>• Free access to all our workshops and events.</li><li>• A boost to your CV.</li></ul>
<b>How To Apply:</b>	If you're interested in joining our team, please send your CV and a brief cover letter explaining why you'd like to volunteer with us to: <a href="mailto:rachelfreegard@create-craftingfromtheheart.com">rachelfreegard@create-craftingfromtheheart.com</a>