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### **What is a Fundraiser Volunteer?**

Fundraiser volunteers play a key role in supporting the Arkwright Society staff with various fundraising activities. Our focus is on raising funds for core operational costs to keep this historically significant site open, and subject to a successful NLHF grant application, to raise funds towards the Building 1 Regeneration Project. Your work will help ensure the smooth running of fundraising campaigns, events, and donor relations, all of which are crucial to the success of our charitable mission.

### **Why we want you**

We are looking for a volunteer to assist with fundraising activities at Cromford Mills. This is an excellent opportunity for someone interested in gaining hands-on experience in fundraising and heritage conservation. Whether you're passionate about making a difference, engaging with the public, or supporting a good cause, your contribution will directly help the Arkwright Society's important work in preserving industrial heritage.

### **What will you be doing?**

- **Fundraising Campaign Support:** Help with planning, promoting, and executing fundraising campaigns both online and on-site. This will focus on the regeneration proposals for Building 1
- **Communication:** Assist with maintaining accurate records of donors and sponsors and help in crafting communication to engage current and potential supporters. We have various tools to maintain our records and a Fundraising Strategy and Action Plan.
- **Event Assistance:** Support the organisation and promotion of fundraising events, helping with logistics, communications, and participant engagement.
- **Administrative Support:** Provide general administrative support, such as managing email communications, updating databases, and organising documents related to fundraising.
- **Promotional Activities:** Assist with the creation and distribution of promotional materials to raise awareness of fundraising initiatives and events.

You may want to get involved in some or all of these activities and we would discuss this during your induction. As with all roles, you will need to become familiar with, and follow, the Arkwright Society's policies on health and safety, equal opportunities, and fire regulations to ensure a safe and inclusive environment for all involved.

**This role is purely voluntary, and this arrangement is not meant to be a legally binding one or an employment contract**

## **You'll need to be:**

- Enthusiastic about Cromford Mills and the Derwent Valley Mills World Heritage Site, with an interest in its history and the Arkwright Society's charitable mission.
- Strong organisational skills and attention to detail, with the ability to manage multiple tasks.
- A flexible approach, willing to assist across different fundraising initiatives as required.
- Excellent written, communication, and interpersonal skills, with a positive attitude towards working with the public.
- Comfortable using a laptop, emails, and basic spreadsheet software.
- Able to work well as part of a friendly team.
- Discreet and capable of handling sensitive information with confidentiality.
- Eager to learn and take on new tasks proactively.
- Previous experience in fundraising or event support is beneficial but not essential.

## **What will you get out of it?**

- **Enjoyment and personal fulfilment:** most importantly, we want you to enjoy helping the Arkwright Society and believe in what we are trying to do. Know that your time and effort are helping a great cause and supporting the ongoing work of the Arkwright Society.
- **Valuable Experience:** gain hands-on experience in fundraising, helping to ensure the sustainability of Cromford Mills and the Arkwright Society's mission.
- **Skill Development:** develop key skills, including communication, event planning, and donor relations.
- **Insight into Fundraising:** understand the strategies and techniques used to raise funds for heritage conservation and charitable causes.
- **Meaningful Contribution:** help preserve a key part of industrial heritage and make a tangible difference in supporting Cromford Mills and the Arkwright Society.
- **A Friendly Team:** meet new people and become part of a welcoming, dedicated team of volunteers and staff.
- **A Historic Cause:** be involved in an ever-growing organisation that is committed to preserving a historically significant site for future generations.

## **How much time will it take up?**

Cromford Mills is open throughout the year. This role offers flexibility with a minimum commitment of a day a week when working on specific campaigns and fundraising events, this can spread over the week. The key is that your hours align with the Development Manager's availability, who will guide you through your tasks. Your specific time commitment will be discussed with your staff contact.

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## For your information

<b>Location</b>	Cromford Mills
<b>Staff Contact</b>	Volunteer Coordinator/Development Manager
<b>Support/Training</b>	A full site induction will be given. There will be training on the history of the site and what is on offer within Cromford Mills, the Derwent Valley Mills World Heritage Site and the knowledge needed for this role.
<b>Expenses</b>	Out-of-pocket travel costs between home and volunteering place will be paid, and other reasonable expenses agreed in advance. Lunch vouchers are available for day volunteers for use in either of our cafes.

All volunteers are given a car parking pass when they start and a discount card to use in the Mill shop and the Arkwright Society cafes after they have completed their induction and probationary period (usually 1 month or 3-4 sessions, depending on the role)

## Application Process

If you are interested in this volunteer opportunity, please submit your resume and a brief statement outlining your interest in the role to Jo Williams/Jo Taylor on [jwilliams@arkwrightsociety.org.uk](mailto:jwilliams@arkwrightsociety.org.uk) and [jtaylor@arkwrightsociety.org.uk](mailto:jtaylor@arkwrightsociety.org.uk)

## About Cromford Mill

At Cromford Mill Sir Richard Arkwright constructed the world's first successful water powered cotton spinning mill in 1771. These mills were the first phase in the development of the factory system and led to the Derwent Valley being described as "the cradle of the Industrial Revolution". In 2001 its historical importance was acknowledged when this part of the Derwent Valley became a UNESCO World Heritage Site.

Cromford Mills is a multi-purpose site with visitor attractions and business tenants all contributing to the working nature of the site. The site is undergoing a long-term programme of restoration. There is a variety of shops, cafes, exhibitions and a busy event and education programme.

## Background to the Arkwright Society

The Arkwright Society is a registered charity (515526). The Society was created by a team of people who worked together to research the Mill site for the festival celebrating the bicentenary of Arkwright's arrival in Cromford in 1971. The Society emerged from this to manage the mills, watercourses and associated buildings and eventually purchased the site in 1979.

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