

**We need you.**

**Get involved today!**

Solving problems, changing lives –  
making society fairer



## Communications and Stories Volunteer

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### What will you do?

Support the Communications Officer to reach internal and external audiences so they know what is happening at Citizens Advice in West Sussex, who we are and our values as a charity. This may include one or all of the following depending on what you want to get out of it:

- Create social media content, posters and flyers
- Speak with clients to write compelling case stories
- Create videos, photography and other resources to reach new audiences
- Help write blogs, media stories
- Update the intranet and share good news stories amongst the charity
- Attend and promote us at events

### What's in it for you?

- Make a real difference to people's lives
- Learn about a range of issues such as benefits, debt, employment and housing, and the impact on residents and communities
- Build on valuable skills such as communication and problem solving, and increase your employability particularly in jobs involving social sciences, communications
- Work with a range of different people, independently, in a team and within your local community
- Have a positive impact in your community

And we'll reimburse expenses too.

## What do you need to have? You don't need specific qualifications or skills, but you'll need to:

- Be friendly and approachable
- Be non-judgmental and politically impartial, respect views, values and cultures that are different to your own
- Have good IT skills
- Have good verbal and written skills
- Be willing to learn about and follow the Citizens Advice aims, principles and policies, including confidentiality and data protection
- Be willing to undertake training in your role

## How much time do you need to give?

We can be flexible about the time spent and how often you volunteer, so come and talk to us.

## Value Inclusion

Our volunteers come from a range of backgrounds, and we particularly welcome applications from racially minoritised people, people of colour, disabled people, people with physical or mental health conditions, LGBTQ+ and non-binary people.

## Contact Details

Apply via our website: [www.advicewestsussex.org.uk/volunteering](http://www.advicewestsussex.org.uk/volunteering)

If you have any questions about the role email:

[volunteer@westsussexcab.org.uk](mailto:volunteer@westsussexcab.org.uk)