

# Candlelighters

Each year, over 150 children in Yorkshire are diagnosed with cancer. When a child is diagnosed, lives are turned upside down for the entire family. Getting well again can be a long and challenging journey. We understand the impacts of a childhood cancer diagnosis, and our mission is to bring light and hope to families facing childhood cancer in Yorkshire.

**Volunteer Role:** Digital Content Archivist

**Hours:** Flexible, you can help for as much or as little time as you're able to

**Location:** Remote, provided you have access to a laptop, Wi-Fi, and Microsoft Word. You're also welcome to join us in the office if you're local to Leeds!

**Purpose of the Role:**

We are developing a new website and need assistance in preserving our charity's history by saving historical news articles. Your primary task will be to go through the articles on our website and copy the content into individual Word documents.

**We're looking for:**

- Familiarity with Microsoft Word.
- Attention to detail and accuracy in copying and formatting content.

**How to apply:**

If you would like to apply, please complete the online application form (found [here](#)).

**Closing date:**

Ongoing

If you have any questions about this role, please email [volunteering@candlelighters.org.uk](mailto:volunteering@candlelighters.org.uk) or call the HR and Volunteering Manager, Corinne, on 0113 887 8333.

Join us and make a difference in the lives of families affected by childhood cancer.

**We look forward to having you on our team!**

