



VOLUNTEER COORDINATOR (VOLUNTEER)

Role title: Volunteer Coordinator (Volunteer)

Location: London (Camden or around)

Hours: At least 2 hours per week

This position is open to anyone interested in Friends of the Earth and its local campaigns in the borough of Camden. As a Volunteer Coordinator, you will be crucial in building and maintaining a strong network of our group members and volunteers.

Duties

Most common duties:

- Develop and implement strategies to attract volunteers with diverse backgrounds and skills.
- Create posts on recruitment platforms to reach potential volunteers.
- Conduct onboarding sessions for new volunteers and members joining our group.
- Match volunteers with suitable roles and projects based on their skills, interests, and availability.
- Implement strategies to enhance volunteer retention rates and satisfaction

Person specification

Essential:

- Min 18 years old.
- Strong commitment or interest in environmental issues.
- Own or have access to a laptop and/or smartphone.

Desirable

- Strong personal and communication skills.
- Team leader with collaborative skills.
- Previous experience in HR, DEI or related roles is advantageous.

If you are interested in this role, please send us an email to camdenfoe@gmail.com with a few lines about why you will be interested in volunteering in our group and for this particular role.



EVENTS COORDINATOR (VOLUNTEER)

Role title: Events Coordinator (Volunteer)

Location: London (Camden or around)

Hours: Hours will depend on events scheduled but at least 2 hours per week.

This position is opened to anyone with a keen interest in Friends of the Earth and its local campaigns in the borough of Camden. We are looking for someone interested in environmental and climate issues who enjoys organizing events!

Duties

The event coordinator will be informed about upcoming events and the duties will depend on the event.

Most common duties:

- Communicating to the group of any upcoming events and our monthly meetings in our internal Whatsapp group.
- Finding dates suitable for most of the group for hosting future events.
- Creating Eventbrite posts for upcoming events.
- Work closely with the Social Media Manager to promote the group's events.
- Take ownership for planning and logistics for the group's events with the support of the coordinators.
- Include in our monthly newsletter the upcoming events.

Person specification

Essential:

- Min 18 years old.
- Strong commitment or interest in environmental issues.
- Own or have access to a laptop and/or smartphone.

Desirable

- Strong personal and communication skills.
- Good organization skills and a collaborative mindset.
- Previous experience in events or related roles is advantageous.

If you are interested in this role, please email us at camdenfoe@gmail.com with a few lines about why you would be interested in volunteering in our group and for this particular role.



CAMPAIGNS LEAD (VOLUNTEER)

Role title: Volunteer Coordinator (Volunteer)

Location: London (Camden or around)

Hours: At least 2 hours per week.

This position is open to anyone interested in Friends of the Earth and its local campaigns in the borough of Camden. We are looking for someone to support our campaigns.

Duties

Most common duties:

- Partnering with other local groups in Camden.
- Building local support through online petitions, leafleting in our events etc.
- Engaging with our local politicians.
- Mobilizing at key moments with groups and organizations across the country e.g. Days of Action.
- Working with our social media manager to promote the campaign.
- Including in our monthly newsletter any updates on the campaign.

Person specification

Essential:

- Min 18 years old.
- Strong commitment or interest in environmental issues.
- Own or have access to a laptop and/or smartphone.

Desirable

- Strong personal and communication skills.
- Good organization skills and a collaborative mindset.
- Previous experience in events or related roles is advantageous
- Creative and with initiative to create new campaigns.

If you are interested in this role, please send us an email to camdenfoe@gmail.com with few lines about why you will be interested in volunteering in our group.



GROUP COORDINATOR (VOLUNTEER)

Role title: Group Coordinator (Volunteer)

Location: London (Camden or around)

Hours: At least 3/4 hours per week.

This position is open to anyone interested in Friends of the Earth and its local campaigns in the borough of Camden. As the Group Coordinator, you will play a vital role in organizing and coordinating various activities and initiatives of the group. These responsibilities will be shared with the other two coordinators of the group.

Duties

Most common duties:

- Organize and facilitate monthly group meetings and other events.
- Provide leadership and support to group members and volunteers, to ensure the successful implementation of projects and activities.
- Be the main point of contact with the central Friends of the Earth staff.
- Partnering with other local groups in Camden.
- Monitor and manage the FOE Camden group mail inbox.
- Stay informed about relevant environmental policies, developments, and best practices to inform the group's initiatives and advocacy efforts.
- Foster a welcoming and inclusive environment within the group, encouraging participation from diverse backgrounds and perspectives.

Person specification

Essential:

- Min 18 years old.
- Strong commitment or interest in environmental issues.
- Own or have access to a laptop and/or smartphone.

Desirable

- Strong personal and communication skills.
- Good organization skills and a collaborative mindset.
- Previous experience in similar roles is advantageous

If you are interested in this role, please send us an email to camdenfoe@gmail.com with few lines about why you will be interested in volunteering in our group



EVENTS ASSISTANT (VOLUNTEER)

Role title: Events Assistant (Volunteer)

Location: London (Camden or around)

Hours: Flexible

This position is opened to anyone with a keen interest in Friends of the Earth and its local campaigns in the borough of Camden. We are looking for someone interested in environmental and climate issues who enjoys assisting in the organization of events!

Duties

The event assistant will assist our events coordinator in the organization of events.

The event assistant will help with:

- Communicating to the group of any upcoming events and our monthly meetings in our internal Whatsapp group.
- Finding dates suitable for most of the group for hosting future events.
- Creating Eventbrite posts for upcoming events.
- Work with the Social Media Manager to promote the group's events.
- Include in our monthly newsletter the upcoming events.

Person specification

Essential:

- Min 18 years old.
- Strong commitment or interest in environmental issues.
- Own or have access to a laptop and/or smartphone.

Desirable

- Strong personal and communication skills.
- Good organization skills and a collaborative mindset.
- Previous experience in events or related roles is advantageous.

If you are interested in this role, please email us at camdenfoe@gmail.com with a few lines about why you would be interested in volunteering in our group and for this particular role.



GROUP WRITER (VOLUNTEER)

Role title: Group Writer (Volunteer)

Location: London (Remote or occasional meetings in Camden)

Hours: At least 1 hour per week

This position is open to anyone interested in supporting a local environmental group focused on sustainability and climate action in the borough of Camden.

Duties

Most common duties:

- Write and edit engaging blog posts on environmental issues, campaign updates, and community activities.
- Draft and distribute a monthly newsletter to keep group members informed about group progress and upcoming events.
- Work with the Social Media Manager to create compelling social media posts for platforms like Twitter, and Instagram to promote campaigns and raise awareness.
- Develop campaign manifestos, advocacy letters to MPs, and other official communications and collaborate with the campaigns leader to ensure cohesive messaging across platforms and media.
- Assist in planning written content for events, including promotional materials or follow-up summaries.
- Proofread and refine group content to ensure clarity and consistency.

Person specification

Essential:

- Min 18 years old.
- Writing skills and attention to detail.
- Passionate about environmental issues and sustainability.
- Own or have access to a laptop and/or smartphone.

Desirable:

- Familiarity with environmental policies and campaigns.
- Previous experience in communications, journalism, or content creation is an advantage.

If you are interested in this role, please email us at camdenfoe@gmail.com with a few lines about why you would be interested in volunteering in our group and for this particular role.



