



Volunteer Fundraiser – UK Spaniel Rescue

Location: United Kingdom

Application Deadline: 15 October 2026

Contact: hello@ukspanielrescue.co.uk

We are looking for someone to take on the role of Fundraising Admin to organise activities to raise funds donations to help pay for the care of the dogs under the UK Spaniel Rescue banner. They should be able to design and produce promotional materials and raise awareness of the rescue's work, goals, and financial needs. Our fundraising admin will help with processing donations, ensuring donors are thanked promptly, and assisting with financial tasks such as reconciling bank statements and donations.

Key activities:

- * Organising online donations
- * Monitoring and building the sale of products to raise funds
- * Raising funds through social networking sites and websites
- * Raising awareness of how donated funds are used
- * Working with the Social Media team to raise awareness of ongoing campaigns
- * Working with your Fundraising Manager to implement new ways of raising funds
- * Sharing fundraising ideas and putting these ideas into practice

The ideal person would:

- * Experience and knowledge of online fundraising
- * Good IT skills
- * Good understanding of spelling, punctuation and grammar
- * Willingness to be part of a team
- * The ability to use own initiative
- * Good communication skills
- * Ability to work under own initiative
- * Have experience of applying for grants

To apply, please visit our website: <https://ukspanielrescue.co.uk/fundraising-admin/>