

## **HelpAge International**

### **SDG Advocacy Volunteer task list**

<b>Volunteer:</b>	Advocacy volunteer
<b>Department:</b>	Network, Advocacy, Communications and Campaigns
<b>Duration:</b>	Flexible (1-2 days per week commitment is typical)
<b>Start Date:</b>	ASAP
<b>Location:</b>	London
<b>Pay:</b>	Lunch and Travel Expenses
<b>Responsible to:</b>	Agenda 2030 Advocacy Manager

### **Why we want you**

Do you want to stand up for the rights of older people? Are you interested in global advocacy and looking for flexible volunteering that fits in with your existing commitments? Do you want to know more about the UN and advocacy in lower and middle income countries? If yes - this is a great role for you. We are looking for an enthusiastic volunteer like you to join our advocacy team to support our advocacy to make sure the Sustainable Development Goals deliver positive change for older people.

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

- Communicating with our network members and partners from around the world, sharing information and opportunities and supporting their advocacy at national level
- Tracking developments at national level and updating our internal records
- Coordinating and promoting webinars and global calls for our network members and staff to connect, share and learn
- Working with our global communications colleagues to help ensure our advocacy on the SDGs is profiled on our website, social media and via blogs
- Supporting the coordination of the Stakeholder Group on Ageing, a coalition of organisations working at UN level
- Supporting the organisation of events as required
- Supporting ad hoc research relevant to ageing, older people and the SDGs

### **What's in it for you**

You will:

- Build your understanding of advocacy and learn about different approaches to make change happen
- Learn about working with governments, the UN and civil society partners
- Enhance your knowledge about issues affecting older people
- Meet experts in the field of development, human rights and ageing issues and develop new contacts – in London and around the world
- Have the opportunity to work with a global advocacy team collaborating to achieve change for older people

HelpAge will cover reasonable travel expenses to and from the volunteer's home address (within the greater London area) and pay £5.00 to cover the cost of lunch on the days that you work.

### **Your skills and qualities**

You have:

- Interest in international development and advocacy/campaigning
- Enthusiasm for HelpAge's aims and are interested in promoting what we do
- A commitment to achieving positive change for older people
- Strong attention to detail, ability to proof-read a variety of different documents
- Exceptional communication and organisational skills
- Ability to multitask and meet critical deadlines
- An organised, systematic and can do approach to tasks
- Proficiency in Word, Excel and Outlook and familiarity with common social media platforms
- Ability to volunteer in a multicultural environment

The volunteer may be asked to undertake additional tasks, commensurate with status, after consultation and the provision of necessary support and training as appropriate.

### **HelpAge International**

HelpAge International's vision is a world where older people fulfil their potential to lead active, dignified, healthy and secure lives. We are the secretariat of the HelpAge global network, bringing together 138 members and 200 partners working with older people in over 80 countries.

### **Our vision**

Our vision is a world in which all older people fulfil their potential to lead dignified, active, healthy and secure lives.

### **Our mission**

Our mission is to promote the wellbeing and inclusion of older women and men, and reduce poverty and discrimination in later life.

### **Application Details**

Please submit your CV and cover letter explaining how you meet the description to:

[Verity.mcgivern@helpage.org](mailto:Verity.mcgivern@helpage.org)

### **Application deadline**

25 September 2018