



Voices in Exile

Supporting refugees, asylum seekers & those with no recourse to public funds

Volunteer newsletter and website content writer

Background

Voices in Exile works with refugees, asylum seekers and migrants with no recourse to public funds in Sussex. We offer both practical and legal support to those who would otherwise be unable to access justice. ViE clients include adult refugees, asylum seekers, people with no recourse to public funds, migrants referred for help because of domestic violence and people with mental health issues. We work with both individuals and families, including refugee families resettled in the UK from Syria, Afghanistan.

Purpose of the role

We recently published our first newsletter, and we are in the process of updating our website. These are important communication channels to keep us connected with our supporters. It enables us to share information about our organisation; the work we do, our challenges and successes. We are looking for someone to help collate and present copy for our newsletter and website that is relevant, engaging and easy to digest and accessible to multiple audiences including people whose first language is not English.

What's involved

- Collaborate with the administrator and other team members to identify topics of interest.
- Use information provided by the administrator and other staff members, including an initial draft of material, to write the copy.

We are looking for someone who has:

- A strong passion for supporting migrants and to promote our message to a wider audience
- Enthusiasm to connect with staff, volunteers and service users
- Good copywriting and word processing skills

Time commitment

- 1 - 3 hours per week
- Able to commit to volunteering for 6 months

Benefits

- This is an opportunity to make a difference to the organisation and service users by supporting us to communicate our message more widely
- This role can be done remotely and is flexible according to your availability

- You will gain a better understanding of our service users, the organisation and the migrant sector

Support

- A full induction into Voices in Exile and your role
- You will be supported and supervised by a staff member
- Regular volunteer support group sessions where you can meet other volunteers for peer support and learning
- We will cover reasonable travel and other agreed out of pocket expenses

Practicalities

Due to the nature of this role, we will require you to:

- Attend our induction and training sessions
- Follow the policies and procedures of Voices in Exile
- Give consent for a DBS check

We welcome applications from people from refugee and migrant backgrounds and people who speak a community language in addition to English. We would particularly welcome applications from speakers of Arabic, Farsi, Pashto and Dari.