



# Aniridia Network UK

## Volunteering

Only with your help can we keep going and improve ANUK. Every bit of assistance, no matter how small is hugely helpful to us and your fellow members.

- Volunteering is enjoyable, rewarding & improves your skills.
- You can achieve a lot in as little time as you can spare.
- Location is irrelevant – we do everything online/by phone.

Think about your abilities, what you enjoy doing or would like to learn. How can they enable our charity to help more people more effectively?

Here are some things that won't happen without your involvement. Tell us what you can help with.

## Services and initiatives

- Compile a "New parent's information" pack ^online FAQ
- Produce case studies of parents and people with aniridia
- Conduct an online survey of aniridics symptoms, needs, assistance received and treatments received.
- Compile information about melatonin for an 'Evidence Summary for Unlicensed or Off-label Medicine'
- Help with organising a conference or meet-up
- Take the Expert Training Course for Patients and Patient Representatives.

## **Communications**

- Design and purchase ANUK banners and pop-up stands
- Orchestrate an aniridia awareness day/online meme
- Write press releases and handle media relations
- Coordinate information leaflet distribution
- Technical development of our website and CRM system

## **Administration**

- Collate details of doctors experienced with aniridia, / ophthalmology departments / visual impairment societies
- Research providers to establish a non-geographic phone number and call handling system for ANUK
- Write our child and vulnerable people protection policy
- Establish professional liability cover for all volunteers
- Produce guidelines for responding to requests for advice.

## **Fundraising**

- Compile an ideas pack and resources kit for fundraisers
- Research providers & setup an online shop for merchandise
- Research grant funding and make applications
- Set up fundraising feats such as skydiving and marathons
- Promote online affiliate revenue schemes such as Give As You Live and Amazon Associates

## **Ongoing issues**

This stuff just has to be completed and done well regularly and reliably. Let us know what part you can play?

- Member recruitment and management
- Recruiting, managing and retaining volunteers
- Train volunteers to use our processes and IT systems
- Managing our finances
- Minute taking
- Deal with enquiries

- Support, coordinate and promote fundraising initiatives
- Managing and activating the advisers and medical panel
- Running the befriending scheme
- Compiling our annual report
- Monitoring and reporting on medical/research news
- Manage a 360 appraisal system for officials
- Represent ANUK on the Board of Aniridia Europe

## Roles

Below are roles we'd like people to volunteer for.

- Trustee
- Conference Officer
- Fundraising Officer
- Communications officer(s):
  - Content Officer
  - Social Media Officer
  - IT Officer
- Befriending Scheme Officer
- Volunteering Officer
- Enquiries Officer
- Aniridia Europe Liaison Officer

Role descriptions are available online. But we're flexible about how the responsibilities might be split or shared according to the skills of those who step forward. You don't have to take on a whole role. You may even like to define a role of your own.

Speak to us or email **[info@aniridia.org.uk](mailto:info@aniridia.org.uk)** to chat about getting involved.