



AVM Events Team Member

Purpose

To support the delivery of AVM's peer network learning events for managers of volunteers. This role has a national impact by supporting the growth of AVM's membership, geographical reach and engagement across multiple sectors. Your work will inspire volunteer managers and their organisations.

Benefits

- Opportunity to develop peer network learning events for volunteer management professionals
- Strengthen your professional network and professional development
- Be a key part of the UK's biggest voice, resource and network for people who manage volunteers and volunteer programmes
- Potential opportunities to get involved in developing new ways of delivering learning

Role

- Participate in regular conference calls (frequency to be set by team)
- Working with the team to lead or support the design of AVM's learning events, including:
 - Sharing topic advice and suggesting/ contacting suitable speakers
 - Developing the event agenda
 - Assisting the staff team to source suitable venues.
- Feedback on AVM's strategy and decisions concerning learning and development
- Support AVM to ensure planned events and other learning events are on schedule
- Support the evaluation of events
- On the day online event support; to assist with technology support, facilitation, chat, monitoring and other tasks when requested by staff or Directors.
- May involve working with AVM to develop alternative ways of delivering learning to members and non-members

Who is AVM looking for?

- People from areas of the UK, organisational sectors and volunteer management specialisms that are currently unrepresented.
- Those with a current understanding of trends and topics of interest in volunteer management
- Connections with a wide variety of AVM's current and potential stakeholders, would be an advantage

Main contact: Director of Learning

Expected commitment: Devising and hosting one to two events a year with the support of the EPG. Participation in events and meetings with the Events Planning Group (30 mins every 3 weeks). Contact with the Director of Learning and staff when delivering events. Potential attendance at Learning and Development Days.

The Association of Volunteer Managers is a company limited by guarantee no. 6224866.

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