

Membership & Data Lead

Wooden Spoon Region

Voluntary Role

Changing the lives of disadvantaged and disabled children and young people

Our thousands of members and supporters are the backbone of our charity. As Membership and Data Lead, you'll interact with the current members and proactively encourage new members across your Region. You'll ensure news of events and activities reaches our members making them feel connected by hearing how their contributions are changing the lives of disabled and disadvantaged children and young people.

What you'll get out of it

You'll use and develop skills to connect with a wide range of people extending your network in rugby and your local community. You'll feel great about growing and nurturing our supporters.

Ideally, you'll need to be

- Well-organised.
- Friendly and approachable – you'll be a key contact for our members.
- Have good attention to detail – both numbers and information.
- Full of bright ideas to attract new membership.
- IT literate with an understanding of data protection law and Wooden Spoon policy.

What you'll do

- Monitor and maintain membership data through the "Scrum Portal" to the Wooden Spoon CRM (Salesforce).
- Provide membership updates to the Regional Team.
- Create and deliver a plan for recruiting new members, with the support of the Regional team
- Identify and encourage members who could volunteer for Wooden Spoon.
- Monitor the region's annual net growth and 'membership incentive'.

How much time it will take up

- The commitment will vary depending on the number of members plus the activity in the Region.
- An estimate of 1-2 hours a week. This may increase around events or activities to recruit members.

What support you'll have

- Regional volunteers operate as a team, collaborate and support each other, under the leadership of the Regional Chair.

- All new Wooden Spoon volunteers are guided through a National online induction programme.
- You will be supported by the National Wooden Spoon Team at Fleet, in particular by the Regional Team and Membership Team.
- It is expected that reasonable out of pocket expenses will be reimbursed by the Region by prior agreement with the Chair and Treasurer.

Who can apply to volunteer

- You'll be at least 18 years old.
- We will ask you for references and to complete an enhanced DBS check.
- You will be able to undertake this voluntary role from your home base and may need to be able to travel to and across your Wooden Spoon Region.
- All Regional volunteers are ambassadors for the vision mission and values of our charity.
- We expect volunteers to adhere to the Wooden Spoon Volunteers' Charter at all times.

Background

Wooden Spoon is the **children's charity of rugby**, funding life-changing projects to support disadvantaged and disabled children and young people.

Since our founding in 1983, we have distributed in excess of **£25 million** to more than **700 projects**, helping over **1 million** disabled and disadvantaged children.

Our rugby heritage gives us our core values of **passion, integrity, teamwork** and **fun**, which drive everything we do.

Our Vision is that every child and young person, no matter what their background has access to the same opportunities. **Our Mission** is to positively transform the lives of children and young people with a disability or facing disadvantage across the UK and Ireland.

Our roots lie in rugby and our future is shaped by it. The sport provides us with a purpose in making a positive difference **changing children's lives** through the **power of rugby**.

Wooden Spoon **Regional Teams** are at the heart of our charity and are vital to promoting our cause. Our Regional teams serve the needs of disadvantaged and disabled children and young people by **raising** and **investing** money locally.