



Beards & Books

Bid Writer



About the Role

This role is all about preparing applications which will help us secure funding. Funding maintains the social enterprise and the work we do therefore it is of the utmost importance. The role includes researching, writing, editing and inputting information for applications:

Research includes searching for funding programmes which our organisation is applicable for; they must fit in with our ethos and social values. The other form of research is looking for statistics which demonstrate the need for our services.

Writing includes drafting up answers to questions on applications, whilst ensuring we showcase and demonstrate our aims clearly.

Editing includes reviewing previous applications and making amendments to strengthen future applications.

Inputting information includes putting relevant, basic information into applications i.e. address, contact numbers, emails, etc.

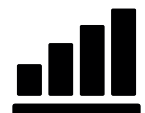
Skills You Will Need



- .Excellent organisation and time-management skills.
- .Good research skills.
- .Strong written communication skills.
- .Ability to put forward a persuasive argument.

What You Will Gain

- .Experience in writing bid proposals
- .Opportunity to enhance your CV.
- .Transferable skills.
- .Contribution to a small social enterprise that aims to improve the education of disadvantaged children and increase visibility of BAME cultures in education.



Training and Support

- You will be given induction training.
- .You will be supervised throughout your volunteering experience.
- .You will be given feedback and coaching throughout your volunteering.

