

# 18/01/2021 REMOTE OPORUNITIES



Volunteering is rewarding, inspiring and career-enhancing. Currently, ELBA's community partners are facing unprecedented challenges due to COVID-19. Here are opportunities from organisations that are looking for volunteers to support them in this difficult time. ELBA offers a diverse range of opportunities in addition to these, so please contact us to find out about other opportunities.

## TABLE OF OPPORTUNITIES

No.	What you'll be doing	Date / time / time commitment	Location / Online	Focus	Beneficiary type	Skills required
1	<a href="#">Donate for food OR cook at home for children in need</a>	1-2.5 hours	At home with optional local drop off	Community	School children	Basic cooking skills
2	<a href="#">Cook lasagne for children in need</a>	1-2.5 hours	At home then dropping off food in Hackney	Community	Children's charity	Basic cooking skills
3	<a href="#">Coach a community leader</a>	1 hour a month/10 months	Online	Community	Community leaders	For managers of people, projects or departments
4	<a href="#">BoardMatch13</a>	Wednesday 24th February, 5.30-7.30pm	Online	Community	Various community organisations	No specialist skills required
5	<a href="#">Board member for east London charity</a>	Quarterly meetings	Online (currently)	Community	Mental health charity	HR specialism
6	<a href="#">Board member for east London social enterprise</a>	Quarterly meetings	Online (currently)	Community	Young people's charity	Finance experience
7	<a href="#">Help staff to create infographics to demonstrate impact</a>	Estimate: up to 8 hours	Online	Community	Music charity	Ability to create Infographics
8	<a href="#">Develop internal communications strategy</a>	1-2 days per month	Online	Community	Homelessness charity	Internal communications experience
9	<a href="#">Sharing wellbeing ideas and best practice</a>	2 hours	Online	Community	Social mobility charity	Experience/understanding of staff wellbeing
10	<a href="#">Help create and launch marketing materials</a>	Estimate: up to 16 hours (flexibly completed)	Online	Community	Women's charity	Marketing experience
11	<a href="#">Share career insights and inspire young people</a>	1.5 hours	Online	Education	University students	Works in Wealth Management or investment
12	<a href="#">Inspire students for International Women's Day</a>	1-2 hours	Online	Education	School students	Sharing your career journey
13	<a href="#">Support schools with careers advice strategically</a>	1 hour per month, in academic year	Online	Education	School or college students	No specialist skills. Min 5 years corporate work experience
14	<a href="#">Become a board member for an east London charity</a>	Quarterly meetings	Online (currently)	Community	Community arts charity	Qualified accountant
15	<a href="#">Support a student's journey through mentoring</a>	1 hour per meeting, over a few months	Online	Education	Higher Education students	No specialist skills set
16	<a href="#">Share your career journey with students</a>	Jan - March 20-60 minutes	Online	Employment	School students	Inspiring. Storytelling
17	<a href="#">Delivering Leadership workshops to young entrepreneurs</a>	W/C 22nd Feb-12th April 1 hour, time tbc	Online	Employment	Burgeoning Social enterprise leaders	Experience leading teams or running projects
18	<a href="#">Helping young people to develop strong LinkedIn pages</a>	W/C 15th Feb 1 hour, time tbc	Online	Employment	Active job seekers	Experience using LinkedIn
19	<a href="#">CV Coaching with job seekers</a>	W/C 1st March 1 hours. Time tbc	Online	Employment	Active job seekers	Experience hiring and reviewing CVs
20	<a href="#">Career insight sessions</a>	W/C 15th March 1 hours, 5pm - 6pm	Online	Employment	Active job seekers	IT, Cybersecurity, and Project management

# REMOTE HOT OPPORTUNITIES 18/01/2021



## 1. SUPPORT CHARITIES THAT FEED CHILDREN IN NEED THROUGH THE VIRTUAL FOOD DRIVE OR DIRECTLY

**Charity Description:** Due to school closures, many parents are struggling with feeding their children. As a result, foodbank use has gone up. We are asking volunteers to support east London foodservice through our Virtual Food Drive where volunteers can donate money. Donated funds in the Virtual Food Drive will be spend on foodservices that work with children and families. Alternatively, volunteers can donate food items to local foodbanks and services

**Opportunity Description:** To donate to the Virtual Food Drive, simply visit our JustGiving page: [justgiving.com/campaign/elbavirtualfooddrive](https://www.justgiving.com/campaign/elbavirtualfooddrive)

Please include your company name so we can keep track of how much has been donated. Volunteers are also welcomed to set up a campaign linked to our JustGiving page where they raise funds internally.

**Rather donate food to local food services? ELBA is happy to share a list of partners we work with that are nearby.**

**Number of volunteers:** 1

**Duration:** Up to 30 minutes

**Charity expenses to be covered:** Food and/or money donations

**For more information:** [amadiora.emechete@elba-1.org.uk](mailto:amadiora.emechete@elba-1.org.uk)



## 2. MAKE LASAGNE FOR CHILDREN IN NEED - LOCAL VOLUNTEERS IN HACKNEY OR TOWER HAMLETS

**Charity Description:** Children With Voices promotes a healthier lifestyle for children by teaching, helping, supporting and encouraging our children in living a fun & happy childhood but also to live a long & healthy life. They also run a community food hub where food is distributed to families in east London that are living in poverty. Due to school closures during the pandemic and reduced income from parents, an increasing number of children are making use of their food service.

**Opportunity Description:** The charity is looking for local volunteers to make a large lasagne at home. ELBA will provide volunteers with an easy recipe that would feed up to 6 children. Volunteers will bring the lasagne to the community food hub in Hackney to drop off the lasagne. The drop off will be contactless and Covid safe. Please note that food containers will need to be purchased by the volunteers themselves. Volunteers are welcome to make something different from lasagne if they wish.

**Number of volunteers:** 1

**Duration:** 1 - 2.5 hours. Volunteer required to deliver the lasagne

**Charity expenses to be covered:** Food + food containers

**For more information:** [amadiora.emechete@elba-1.org.uk](mailto:amadiora.emechete@elba-1.org.uk)



## 3. LEADERS IN PARTNERSHIP SPRING 2021 PROGRAMME - SUPPORT A COMMUNITY LEADER

**Charity Description:** East london community organisations.

**Opportunity Description:** Leaders in Partnership is a high impact community coaching programme designed to strengthen the leadership of the third sector. By creating 1:1 coaching-style relationships between senior volunteers and their third sector peers, Leaders in Partnership enables the development of community leaders and their organisations, enabling participants to explore professional challenges and identify solutions. Volunteers will be matched with an emerging or established community leader for a 10 month partnership, meeting for an hour a month. This is best suited to senior volunteers with leadership experience, including managers of people, projects or departments. Volunteers will learn about coaching and the challenges of the third sector, develop an awareness of current issues and innovations, and apply their skills in a new environment. Support for community leaders and organisations is crucial now more than ever, so please do reach out if you are interested.

**Number of volunteers:** Two spaces per company. Limited spaces so early sign up recommended.

**Duration:** One hour a month for 10 months.

**Charity expenses to be covered:** None

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)



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## 4. ELBA'S BOARDMATCH13: DIGITAL EDITION - YOUR CHANCE TO JOIN THE BOARD OF A LOCAL COMMUNITY ORGANISATION

**Charity description:** A variety of east London based charities and social enterprises in need of new trustees.

**Opportunity Description:** Are you interested in becoming a trustee/board member of an amazing east London based charity or social enterprise? If so then BoardMatch13: Digital Edition is the event for you. This is your opportunity to 'meet' with a selection of ELBA's community partners, all of whom are seeking new trustees or board members. You'll have the chance to learn about the different organisations, 'meet' CEO's and existing trustees, and make an application to join a board, all from the comfort of your own home! Becoming a trustee is a high impact volunteering opportunity that is both extremely rewarding, and a great way to develop professional skills.

**Number of volunteers:** no limit

**Duration:** BoardMatch13: Digital edition event will be on Wednesday 24th February via video conference, 5.30-7.30pm. Successful board members then meet periodically throughout the year, often for many years.

**Charity expenses to be covered:** none

**For more information:** Volunteers must be registered in advance to take part, to reserve your place visit [BoardMatch13.eventbrite.co.uk](https://www.boardmatch13.eventbrite.co.uk). If you have any questions or queries, contact [jonathan.tait@elba-1.org.uk](mailto:jonathan.tait@elba-1.org.uk).



## 5. BECOME A TRUSTEE FOR MIND IN TOWER HAMLETS & NEWHAM

**Charity Description:** Mind in Tower Hamlets and Newham is an award-winning specialist mental health organisation. They offer a range of exciting and innovative programmes and services adapted to meet the mental health needs of diverse local communities. Their services include talking therapies, advocacy, employment, mental health, wellbeing, and recovery-based activities operating across East London.

**Opportunity Description:** The charity is looking for a trustee who is enthusiastic and passionate about mental health with specialist experience in People Management/Human Resources. This role will work closely with the CEO and Board of Trustees to provide strategic direction and support Mind's charitable obligations. They will be part of the HR and Governance Subcommittee supporting the Board. For further information, visit the charity's [website](#) and download their Trustee Application Pack.

**Number of volunteers:** 1

**Duration:** Trustee positions are a long term commitment, usually lasting around three years. The Board of Trustees meet four times a year, and attend two strategic half days per year and the AGM.

**Charity expenses to be covered:** None

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)



## 6. JOIN THE BOARD OF A COMMUNITY INTEREST COMPANY THAT SUPPORTS MARGINALISED YOUNG PEOPLE

**Charity Description:** Forward Ever Inclusive Education CIC primary aim is to meet the needs of marginalised young people within society, especially those affected by poverty, crime adverse childhood experiences and lack of opportunities. For further information please see the organisation's website.

**Opportunity Description:** Forward Ever is a young community organisation looking for a treasurer to join their board of directors. Candidates will need to have strong financial management skills and experience.

**Number of volunteers:** 1

**Duration:** Board positions are a long term commitment, usually lasting around three years. The Board of Directors meets monthly for 1.5 hours.

**Charity expenses to be covered:** none

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)



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## 7. INFOGRAPHIC SKILLS? HELP A MUSIC CHARITY DEMONSTRATE THEIR IMPACT

**Charity Description:** London Saz School is a volunteer-led charity that supports disadvantaged children in east London by providing free or low cost music lessons. The organisation provides support to young people from a diverse range of communities including Turkish and Kurdish, and aims to help young people avoid street crime and violence through music education.

**Opportunity Description:** The charity is looking for volunteer support to create infographics for their website that demonstrate the impact they have had over this very challenging year. They are looking for a volunteer who can work with them to demonstrate how to create simple infographics, so that they can continue to create their own moving forward.

**Number of volunteers:** 1

**Duration:** Flexible, estimated to take up to eight hours over time.

**Charity expenses to be covered:** None

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)



## 8. COMMUNICATIONS PROFESSIONALS NEEDED TO SUPPORT HOMELESSNESS CHARITY

**Charity Description:** Spitalfields Crypt Trust is a homelessness and addiction charity working with people in East London. They work to meet the needs of the most vulnerable and disadvantaged people in their local community, supporting those with complex needs including homelessness, poverty and mental illness.

**Opportunity Description:** The charity is looking for volunteer(s) with internal communication experience to help them establish an effective internal comms procedure. This is a fantastic opportunity for volunteer(s) with communications experience to help a vital east London organisation. The charity is small but has a wide remit with services, charity shops and social enterprises spread all over East London. As such they need to increase and enhance their ability to share info, stay in touch and socialise.

**Number of volunteers:** 1-2

**Duration:** Longer term opportunity with a regular commitment of 1-2 days per month.

**Charity expenses to be covered:** None

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)



## 9. CAN YOU SHARE YOUR ORGANISATIONAL WELLBEING EXPERTISE OR EXPERIENCE WITH ELBA?

**Charity Description:** ELBA builds the connections between businesses and local communities by bringing the time, skills and resources of the private sector to address social mobility, regeneration, poverty and inequality in east London.

**Opportunity Description:** ELBA's internal wellbeing committee is looking for a volunteer who can provide insight and ideas about how to improve and enhance employee wellbeing whilst working remotely, and help develop a strategic plan. They are ideally looking for a volunteer that can meet the committee to share ideas and insights from their own experience, and provide guidance about how the group can improve their work to address wellbeing.

**Number of volunteers:** 1

**Duration:** 2 hours

**Charity expenses to be covered:** None

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)



## 10. USE YOUR MARKETING EXPERIENCE TO SUPPORT A WOMEN'S ORGANISATION

**Charity Description:** Account3 provides practical, emotional, physical and social support and access to resources for women facing multiple disadvantage in east London.

**Opportunity Description:** Account3 is looking for a volunteer to help them create and launch digital marketing materials that they can send to stakeholders to promote the organisation and services, share news updates and attract supporters. This is a fantastic opportunity to share your skills and help a vital organisation reach more people.

**Number of volunteers:** 1-2

**Duration:** Estimate: up to 16 hours (flexible)

**Charity expenses to be covered:** None

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)

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## 11. SPEAK AT 'CAREERS IN INVESTMENT & WEALTH MANAGEMENT' PANEL EVENT

**Charity Description:** Queen Mary University of London (QMUL) is one of the UK's leading research-focused higher education institutions and a Russell Group university. Based in Newham, with more than 90% of their London based undergraduate students from state schools; 69% are BAME; and 57% are first into higher education.

**Opportunity Description:** QMUL is hosting a panel event for their students on Tues 16th February, 1.30pm-3pm. They are bringing together a range of representatives from investment banks, hedge funds, real estate & private equity firms, corporate investment arms, pension and life assurance companies. Speakers will talk about their organisation and role, followed by guided discussion on the key aspects of working in this sector, career routes and Q&A.

**Number of volunteers:** Up to 5 individual volunteers

**Duration:** Estimate: up to 16 hours (flexible)

**Charity expenses to be covered:** None

**For more information:** [antonia.williams@elba-1.org.uk](mailto:antonia.williams@elba-1.org.uk)



## 12. INSPIRE STUDENTS FOR INTERNATIONAL WOMEN'S DAY 2021

**Charity description:** ELBA are working with various schools and colleges across East London. The aim is to introduce students to employers to not only help inspire students and give them insight into the world of work, but also to help the school meet the necessary Gatsby benchmarks.

**Opportunity description:** Celebrate International Women's Day 2021 by inspiring students and sharing your career journey, choices and challenges. Join a Careers Event with other female professionals from various companies and share a motivational talk to help inspire students and develop their employability skills. ELBA will provide a briefing call, resources and help host the session. Express your interest as a group or individual and we will be in touch with more details about the event closer to the date.

**Number of volunteers:** Groups or individuals welcome

**Duration:** 1-2 hours

**Charity expenses to be covered:** none

**For more information:** [rachel.bell@elba-1.org.uk](mailto:rachel.bell@elba-1.org.uk)



## 13. INSPIRE A SCHOOL WITH YOUR CORPORATE WORK EXPERIENCE - BECOME AN ENTERPRISE ADVISER

**Charity description:** London schools' careers leaders/advisers

**Opportunity description:** ELBA, in partnership with LEAN EAST, is recruiting volunteers to match with local schools across London to provide support and advice to careers leaders. Volunteers (Enterprise Advisers) will be matched to one school, helping career leaders to develop and execute an employer engagement strategy, which will support the delivery of impactful careers guidance for young people. Meetings will be virtual and take place monthly. Volunteers will be provided with specialist training via webinar.

**Number of volunteers:** N/A

**Duration:** 1 hour per month over an academic year

**Charity expenses to be covered:** none

**For more information:** [siobhan.mcintosh@elba-1.org.uk](mailto:siobhan.mcintosh@elba-1.org.uk)



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## 14. BECOME A TRUSTEE/TREASURER FOR ARTS CHARITY PEER - QUALIFIED ACCOUNTANT REQUIRED

**Charity Description:** PEER is an independent arts organisation that has evolved from the ground up over the past twenty years, putting down deep roots within Hoxton. PEER's core ethos is to embed its activities into the local community and to promote the highest quality art as being part of daily life. Furthermore, we offer emerging and established artists the opportunity to test bold ideas in an environment that stimulates experimentation and dialogue.

**Opportunity Description:** PEER is seeking to appoint a Treasurer to join its Board of Trustees. The ideal candidate will be a qualified accountant with experience of the Charities SORP, and it would also be an advantage if they had an interest in the visual arts and/or community engagement projects. They will join an energetic and an active board who take pride in their support of this acclaimed small-scale arts organisation, which has grown from strength to strength for more than 20 years.

**Number of volunteers:** 1

**Duration:** Trustee positions are a long term commitment, usually lasting around three years. The Board of Trustees meet four times a year, and attend two strategic half days per year and the AGM.

**Charity expenses to be covered:** None

**For more information:** [sheetal.mistry@elba-1.org.uk](mailto:sheetal.mistry@elba-1.org.uk)



## 15. SUPPORT A STUDENT'S JOURNEY THROUGH MENTORING

**Charity description:** ELBA are working with universities across East London to help to introduce students to the world of work.

**Opportunity description:** We are looking for mentors for students currently studying at Universities in east London. We know how powerful mentoring is and now these connections are even more important, with internships and work placements having been cancelled for many. We are looking for all types of volunteers to get involved, with the mentoring giving the students an opportunity to develop employability skills, gain confidence talking to professionals and expand their networks.

**Number of volunteers:** N/A

**Duration:** We are looking for volunteers for our February and March launches and can expect to be mentoring into the summer term. Sessions will last between 1-1.5 hours.

**Charity expenses to be covered:** none

**For more information:** [educationworks@elba-1.org.uk](mailto:educationworks@elba-1.org.uk)



## 16. SHARE YOUR CAREER JOURNEY WITH SCHOOL STUDENTS

**Charity description:** ELBA are working with various schools and colleges across East London. The aim is to introduce students to employers to not only help to inspire students and give them insight into the world of work, but also to help the school meet the necessary Gatsby benchmarks.

**Opportunity description:** Do you want to support students on their future career choices and inspire them to aim high? This is your chance to inspire east london students and introduce them to your role and industry by sharing your own career journey. The Virtual career talks will contribute towards raising the aspirations of young people who go to school in East London. The talks could include, but are not limited to, some of the following (full guidance will be given by ELBA):

- Introduction, name, job role, company
- Overview of career journey from school to current position
- Any employability tips for students or tips to get students thinking about their futures

**Number of volunteers:** N/A

**Duration:** Variety of dates and times across the next couple of months. The length of these sessions vary depending on the school need. You can expect these types of sessions to last anywhere from 25 minutes to 1 hour.

**Charity expenses to be covered:** none

**For more information:** [educationworks@elba-1.org.uk](mailto:educationworks@elba-1.org.uk)



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## 17. DELIVERING LEADERSHIP WORKSHOPS FOR SOCIAL ENTREPRENEURS

**Opportunity description:** The opportunity will be linked to the ELBA Equate project. Equate is supporting a group of young Black burgeoning social enterprise leaders to develop the leadership skills needed to make a difference in their community. We are looking for volunteers who can lead a series of workshops that will help these burgeoning leaders to develop key skills such as: Improving decision making skills, managing people, implementing new ideas, Project management and managing stress and team's wellbeing.

**Number of volunteers:** Up to 8 volunteers

**Duration:** You will be needed for at least one 1 hour workshop and 1 hour preparation.

**Charity expenses to be covered:** none

**For more information:** [busayo.abidakun@elba-1.org.uk](mailto:busayo.abidakun@elba-1.org.uk)



## 18. LINKEDIN WORKSHOPS FOR JOBSEEKERS

**Opportunity description:** We are looking for people with experience using LinkedIn to help Black male job seekers with their job search as part of our Equate project. Your advice and training will guide them in building a profile that will help them get noticed by employers and shape their career journeys.

**Number of volunteers:** 2 volunteers

**Duration:** You will be needed for a 1 hour workshop and 1 hour preparation.

**Charity expenses to be covered:** none

**For more information:** [busayo.abidakun@elba-1.org.uk](mailto:busayo.abidakun@elba-1.org.uk)



## 19. CV COACHING FOR UNEMPLOYED ADULTS

**Opportunity description:** We are looking for people with experience hiring and reviewing CVs to help Black male job seekers with their job searches as part of our Equate project. You will provide bespoke support for a range of job seekers with a variety of experiences. Your advice will help them to enhance their existing CVs and tailor them for the career paths that they are currently focusing on or help them to find work in with the currently challenging economic climate.

**Number of volunteers:** 5-10 volunteers

**Duration:** Up to 1 hour providing 121 coaching

**Charity expenses to be covered:** none

**For more information:** [busayo.abidakun@elba-1.org.uk](mailto:busayo.abidakun@elba-1.org.uk)



## 20. CAREER INSIGHT SESSION

**Opportunity description:** We are looking for a group of IT professionals who can join an online panel discussion about their careers and share their career journeys. They will be helping a group of Black male jobseekers to understand the various pathways that they could potentially take to launch a successful career in the IT field. You would be able to raise awareness of different positions and approaches to navigate getting into them.

**Number of volunteers:** Up to 5 volunteers

**Duration:** 1 hour workshop and 30 minutes preparation

**Charity expenses to be covered:** none

**For more information:** [busayo.abidakun@elba-1.org.uk](mailto:busayo.abidakun@elba-1.org.uk)

