

Fundraising Volunteer at the Royal School of Needlework

Please note - This is a voluntary, unpaid position. Due to the nature of fundraising roles, our volunteers must be over the age of 18. We can only accept applications from UK residents.

Who we are

The Royal School of Needlework (RSN) is the international centre of excellence for the art of hand embroidery. Based at the historic Hampton Court Palace, we offer a range of courses, from leisure classes to degree-level education, and are home to the renowned RSN Embroidery Studio. Our mission is to keep the art of hand embroidery alive and thriving through education, innovation, and heritage.

Responsibilities of the role

This list of responsibilities is not exhaustive and may include other duties as required.

- Scanning paper documents and data entry into our CRM, training will be provided but computer literate is essential
- Assisting the fundraising team at various events throughout the year, supporting logistics and operations
- Gathering fundraising content from our degree team

What are we looking for

- Computer literate is essential
- Interest in fundraising and the arts
- Experience in fundraising environment is desirable
- Able to work under your own initiative
- Polite, confident and personable manner

Time Commitment

This role is flexible and designed to fit around your other commitments, however we expect you to be available:

- 1 day a month in person at RSN based at Hampton Court Palace (Mon-Thu)
- Further in person commitment for events throughout the year (could include weekends) – to be discussed at time of interview

What's in it for the volunteer?

- Gain valuable hands-on experience in fundraising events and data entry in a charity environment
- Access to our free online talks: [Online Talks & Exhibitions | Royal School of Needlework | Embroidery](#)

How to Apply

Please send your CV and a short statement (max 500 words) outlining your interest in the role and relevant experience to fundraising@royal-needlework.org.uk.