Volunteering Opportunities at Katherine Low Settlement

2017
Why Katherine Low Settlement need volunteers

Volunteers are our life blood – without them we simply wouldn’t exist. We are looking for more fabulous volunteers to help out, give something back to the community, learn new skills, have fun and help us celebrate our work. You can volunteer for 90 minutes, 90 hours or 90 days and more.

About Katherine Low Settlement

Katherine Low Settlement is a multi-purpose charity that has been serving the communities of Battersea and Wandsworth since 1924. We are dedicated to building stronger communities and enable people to challenge and find ways out of poverty and isolation.

We run a range of our own community projects to support children, young people and their families, older people and newly-arrived refugee communities. We recognise there are many other expert local charities and community groups working with, for example, disabled people and mental health users. We invite them to operate from our premises, so together as partners we can meet the diverse needs of the local communities of Wandsworth. Each week we work with 40+ charities & groups supporting more than 500 people.

Visit: www.klsettlement.org.uk

Case Study – Mary volunteers at our crèche for our ESOL language classes

Mary first came to Katherine Low six years ago to learn English in one of our ESOL classes. She spent two years learning the language and that got her to a level where she was able to attend South Thames College to advance her studies. After another year her English was good enough for her to get a job (which she still has), and now she has returned to us as a volunteer to give something back.

Interested?

Please get in touch with KLS’ Director, Aaron Barbour, on 020 7223 2845 and aaron@klsettlement.org.uk

Visit: www.klsettlement.org.uk/get-involved/volunteer-with-us

“We were delighted to be supporting a local charity with such worthwhile causes, especially when there is clearly a benefit to the local community. All our staff and helpers had a wonderful and worthwhile day out of the office and really benefited in being able to be involved in such a great project.”

Mark Howell, Director of Aspire Estate Agents
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Your ideas for Volunteering

You may have a fantastic idea about volunteering with Katherine Low Settlement (that’s not included on this list), as well as some valuable skills and experiences, so please do speak to us. We look forward to hearing from you.

Contact

KLS’ Director, Aaron Barbour, on 020 7223 2845 and aaron@klsettlement.org.uk
Community Volunteering Opportunities

1. Education volunteering with Love to Learn

Love to Learn, a project of Katherine Low Settlement, works with young people from new communities and their families to increase opportunities and rights to learning; confidence; wellbeing and aspiration. They have been working with refugee communities in and around Wandsworth since 2004. Today Love to Learn provides a range of services for 200+ children, young people and their families including befriending and mentoring support, advocacy and casework, a homework club, trips and activities.

Here are some of Love to Learn’s volunteering opportunities:

a) Learning Mentors
Learning Mentors work with a young person once a week, supporting them with homework and developing study skills. Learning mentors can choose subjects they feel most confident in as part of their application. Often families want support with English, Maths or Science.

Commitment: an hour a week, normally on a weekday in the early evening for 6 months

Contact: 020 7585 0339 and visit http://love-to-learn.org.uk/learning-mentors/

“I have seen a marked increase in Hanan’s confidence since we began working together. Her work has improved and she believes more in herself.”

Learning Mentor

b) Wednesday Club Helpers
Many children and young people from refugee backgrounds have no one to help them with their schoolwork. Many parents do not understand the English education system or the curriculum and are often unable to speak, read or write enough English to be ahead of their children in their learning. Wednesday homework and activities club offers a high ratio of support, and opportunities to increase the social confidence of children as they mix with a different range of people and are exposed to new experiences.

Commitment: Every Wednesday afternoon, for 2 terms

Contact: 020 7585 0339 and visit http://love-to-learn.org.uk/wednesday-clubhelpers/

“The children develop social skills in a safe environment ... watching this happen is very rewarding.”

Wednesday Club Helper

c) Case workers
As well as listening to families’ point of view and explaining their rights, we give a high level of practical support to the families we work with. Casework volunteers work under the supervision of the caseworker to assist with this practical support. The role can include accompanying families to visit schools, or to access local services such as Citizen’s Advice, a park, library, leisure centre or children’s centre.

Commitment: At least three hours a week during school hours, for a period of at least 6 months

Contact: 020 7585 0339 and visit http://love-to-learn.org.uk/family-mentors/
2. Older People

Katherine Low Settlement has worked with older people since its conception in 1924. They are a core part of the community that we continue to work with. Our work encourages older people to be active and live independently. We reduce their isolation and loneliness, whilst increasing their health and well-being; and we enable older residents to become dynamic and contributing members of the Wandsworth community.

a) Activity Support Volunteers

We need volunteers to help us with our Older People’s activities. Providing support and help as needed. This might include travel escorts; helping in the kitchen for our Tuesday, Wednesday and Thursday Lunch Clubs; or volunteering with our drama club, sewing group or chair exercise programme. Come and have a chat with us about getting involved.

Commitment: 3 hours a week, for at least 6 months.

Contact: Lucie Brooke on lucie@klsettlement.org.uk and 020 7223 2845.

“For me Katherine Low is a life saver. Lovely hot dinners Wednesday and Thursday, I am collected from home by Dial-a-Ride and then taken home again after lunch. You always receive a great welcome.”

Ann, a Lunch Club member

3. English Language Classes

KLS has a strong track record of providing free English for Speakers of Other Languages (ESOL) courses for newly-arrived migrant and refugee communities in Wandsworth. These courses help local people improve their English so that they can increase their confidence and be able to use new English skills in ‘real life’ - out in the community, with their children’s school homework, help them get a paid job, increase their ability to volunteer with local charities and community groups and the list goes on.

a) ESOL Teaching Support AND Crèche Volunteers

We’re looking for people to volunteer as ESOL teacher volunteers and/or Teacher assistant volunteers and in our Crèche (so that parents can study better knowing that their children are being well looked after in our on-site crèche).

Commitment: Our classes are currently on Monday, Tuesday, Thursday and Friday (term-time). We’re seeking volunteers who could give 2.5 hours on any of these mornings for at least 2 terms.

Contact: Sally Petch on sally@klsettlement.org.uk and 020 7223 2845.

“I cannot help my children with homework and school is very different here [from Somalia]. I missed so much of my school because of the war in my country - we need this for our children because we can't speak English. We need to learn too.”

A local mum whose child attends our Love to Learn project
4. **Link Up**

Link Up connects people with professional skills to local charitable organisations that need those skills. We are a new but quickly growing initiative with vast potential to help make a difference in our community. Visit: [www.linkup-battersea.org](http://www.linkup-battersea.org)

**a) Link Up Co-ordinator**

This is an exciting opportunity to join our enthusiastic leadership team and take part in growing our initiative. We are looking for a Co-ordinator (voluntary) to become a central part of our team and help us further develop into a known, positive resource – first, within the Battersea and Wandsworth community and soon across London and beyond.

*Commitment*: voluntary position (expenses paid), 3 days/week, for a minimum of 6 months (negotiable). A desk is available at our offices on Battersea High Street and/or work from home (tba).

Contact: For an informal chat about this role then please drop us an email ([info@linkup-battersea.org](mailto:info@linkup-battersea.org)) with your contact details and we will call you back.

*Apply*: If you are interested in applying then please send a CV and short cover letter to: [info@linkup-battersea.org](mailto:info@linkup-battersea.org)

**Operations**

5. **Reception Volunteer: Meet & Greet & Help**

We’re looking for someone to join our team and help at our main reception to meet and greet all our visitors and members to the Settlement. This will include welcoming everyone, answering the phone, taking deliveries, opening up the kitchen, getting teas/coffees etc... Someone who can work with people and roll their sleeves up and get involved with the team and do what needs doing.

*Commitment*: voluntary position (expense paid), 1-2 days per week (we’re flexible) at our Community Centre in Battersea High Street.

Contact: Tracy Frostick on 020 7223 2845 and [tracy@klsettlement.org.uk](mailto:tracy@klsettlement.org.uk)

**Governance / Leadership Opportunities**

6. **Katherine Low Settlement Trustee**

We’re looking for a new Trustee. You must have some connection with Battersea and Wandsworth.

*Commitment*: voluntary position (expenses paid), 0.5 day/month incl. 6 main meetings per year, Battersea/Wandsworth.

Please do call Aaron Barbour on 020 7223 2845 and [aaron@klsettlement.org.uk](mailto:aaron@klsettlement.org.uk) for an informal chat to find out more.
Keith Chapman was honoured with a Wandsworth Civic Award in 2014, having retired from KLS after 40 years of service as a volunteer and Trustee. He joined our Board of Trustees as a young accountant in 1973, and soon became our Treasurer – a role which he presided over until his retirement in autumn 2013. He kept a steady hand on our finances and brought it through mixed times, from when we struggled to today’s successful, thriving hub of activity at the heart of the community. Well done and thank you Keith for all that you have contributed to KLS over the years. You thoroughly deserve Wandsworth’s Civic Award!

Margaret Robson, Chair of Trustees, Katherine Low Settlement

Holiday Placements

7. Student / Graduate Placements

We work regularly with schools, colleges and universities, to provide useful and fulfilling placements for their students and graduates.

From a year 11 work placement to a post grad MA/PhD student, during term time or over the holidays, we could find you the right project to volunteer with. Do get in touch to discuss.

Commitment: 1 week – 6 months (we’re flexible)

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

Fundraising Volunteers

Fundraise for Katherine Low Settlement and together we can tackle poverty and build stronger communities. You could organise a fun run, host a coffee morning, auction your unwanted stuff or employ your talents. Every penny and pound you raise will make a lasting difference to the people and communities we work with in Battersea.

Some ideas include:

▪ Run the Marathon (or a 5km jog): https://www.virginmoneylondonmarathon.com/en-gb/how-to-enter/
▪ Complete the ‘Tough Mudder’ challenge: www.toughmudder.co.uk
▪ Host a coffee morning
▪ Got another idea? (I’m sure you have – we can make it happen together)

We have an ‘A-Z or fundraising ideas’ leaflet, as well as the experience, paperwork and online fundraising facilities to help you have fun and raise lots of money for our work here at Katherine Low Settlement.

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

“I chose to run for Katherine Low Settlement because I know what brilliant work they do. I’ve volunteered for their Love to Learn project for three years and can see what a difference extra learning support can make to children from refugee backgrounds. I’ve also been really impressed by the support they give their volunteers as well as the communities they work with. I know that keeping charities going and working well involves dedicated staff and the right equipment so I was really happy to raise money that the centre could choose to spend in the best way they saw fit.”

Lizzie Pulton, volunteer and fundraiser runner extraordinaire
Professional Volunteering Opportunities

Professional people have an abundance of skills and expertise they can share with KLS, to help develop us as an organisation, including: Strategy development, HR, Organisational management, Project management, Comms and marketing, Finance, IT, Design, Systems development, Journalist / Writer, Evaluation, etc...

Here are some projects that we need some professional support with:

8. Database Development

KLS needs a comprehensive database of its members, funders, supporters etc. to aid more efficient administration of services, increased communication and more targeted fundraising. Could you help to:

- Help to build (or commission pro bono) the database (or it might be bought ‘off the shelf’)
- Shift data from existing sources into the new database

Commitment: part time, over 2-4 months.

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

9. Communications: Quarterly E-News

Are you a writer, journalist, copy writer, editor? Do you work in PR or marketing and want to get involved in one of Battersea’s oldest charities? We’re developing our Brand and Communications. We’ve already developed a communications strategy and plan (happy to share this), but need some help with the mechanics of communicating and writing. We’d like to develop and produce a quarterly e-newsletter for our users and supporters.

Commitment: once a quarter for 3 weeks.

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

10. Communications: Compile a Case Studies Bank

Are you someone who likes to write? And can do a little research as well? We’re looking for someone to help collect and collate a bank of case studies about the charity’s different activities that can be used for a variety of purposes.

Commitment: flexible, over 2 months.

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

11. Fundraising & Relationship Building: Help develop a Capital Fundraising programme

We’re going to be investing in our building to improve access for people with mobility issues, primarily the elderly and people with disabilities. We need some help in research to develop capital a fundraising appeal with major donors / high net worth individuals. This would suit someone who likes to do research, learn about people and build relationships. Experience with research, fundraising, finance, relationship management, strategy development, or sales all useful.
Activities include:

- Research to identify who these individuals are (desk research, mapping, profiling)
- Research to identify who knows these individuals (find a way in / introduction)
- Develop strategy to get to know these individuals (this might take a few months of visits, dinners etc.)
- Develop a tailored ‘pitch’ for each individual (suite of projects they might like to fund)
- Identify best way to make the ‘ask’ (one-to-one, via a trusted friend, group dinners etc.)

**Commitment:** part time, over 6 months.

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

12. Fundraising & Relationship Building: Develop a 'Friends of KLS' group/network

Support us to establish a 'Friends of KLS' group to help fundraising activities here at Katherine Low Settlement. This would be for someone who likes people, planning and organising fun fundraising events and activities. The sky’s the limit so let’s think big!

**Commitment:** Flexible, over 12 months

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

13. Fundraising & Relationship Building: Wills/Legacy development programme

To diversify our income generation we’re looking to develop a Wills/Legacy fundraising programme. This will enable KLS to reap the benefits of regular legacy income over the coming years. Activities include:

- Develop the ‘offer’ (some thinking and work has been done on this already)
- Develop promotional material
- Make links with a specialist solicitor that could help us with legal aspects of wording
- Test and refine the offer with likely donors (e.g. KLS older people groups)
- Develop a marketing and sales strategy and plan
- Get people to sign up

**Commitment:** part time, over 4 months.

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.

14. Community Mapping and Database Development Project

We’re looking to develop an online directory/database and map of facilities, buildings and services that benefit local people in Battersea. This will enable local people to a) know where things are, b) know how to access them and c) review and rate their quality. We’re looking to develop an online version of the map that should include the facility for people to leave reviews / comments à la ‘Trip Advisor’. Activities include:

- Desk based research to compile a directory of community facilities and services in Battersea. Categories incl. community, education, health, employment, housing, children & families, elders, disability, drugs & alcohol, mental health etc.
- Interviews with people to assess and review quality
- Development of IT (website, database/directory, map)

**Commitment:** part time, over 3-6 months.

Contact: Aaron Barbour on aaron@klsettlement.org.uk and 020 7223 2845.
Why volunteer at Katherine Low Settlement?

Our current volunteers are a fabulous and diverse group of people who are doing high-quality work. They tell us that they find the work very rewarding, and get back as much as they give. We offer full induction, training and supervision. Whenever possible, we will cover your basic costs. Volunteers add loads of value to our work and allow us to work with more local people and stretch our resources as far as we possibly can.

People choose to volunteer for a variety of reasons. For some it offers the chance to give something back to the community or make a difference to the people around them. For others it provides an opportunity to develop new skills or build on existing experience and knowledge. Regardless of the motivation, what unites them all is that they find it both challenging and rewarding.

For some it provides an opportunity to:

- Give something back to an organisation that has impacted on a person’s life, either directly or indirectly
- Make a difference to the lives of others
- Help others less fortunate or without a voice
- Feel valued and part of a team
- Spend quality time away from work or a busy lifestyle
- Gain confidence and self-esteem

For some, volunteering can be a route to employment, or a chance to try something new which may lead to a career change. From this perspective, volunteering can be a way of:

- Gaining new skills, knowledge and experience
- Developing existing skills and knowledge
- Enhancing a CV
- Improving one’s employment prospects
- Gaining an accreditation
- Using one’s professional skills and knowledge to benefit others (usually described as ‘pro bono’)
- For others, volunteering appeals because of its social benefits. These include:
  - Meeting new people and making new friends
  - A chance to socialise
  - Getting to know the local community

We ask that volunteers offer a realistic time commitment and stick to it, that they can work in an anti-discriminatory way, and that they are enthusiastic, reliable and committed to our objectives and ethos. Skills and experience are very helpful, but not always necessary as we do provide training. It is more important that you have the potential to work creatively, sensitively and constructively with people. All volunteers require a full DBS check (formerly CRB), which we can support you in obtaining. We also require two references. Do get in touch and have a chat with us.

Aaron Barbour 020 7223 2845
Director aaron@klsettlement.org.uk
Katherine Low Settlement www.klsettlement.org.uk

108 Battersea High Street
London
SW11 3HP