

## **Legacy Giving Volunteer**

### *Purpose*

To help the charity gently and sensitively encourage supporters to consider leaving a gift in their will.

### *Key responsibilities*

- Help create simple, sensitive legacy-giving information for supporters.
- Research best practice from other small charities.
- Support newsletter or website wording about gifts in wills.
- Identify appropriate audiences and moments for gentle legacy messages.
- Help normalise legacy conversations without pressure or discomfort.
- Work with the Charity Manager and trustees to ensure wording is clear, appropriate and compliant.

### *Person specification*

- Someone with legal, financial, charity, fundraising or communications experience would be well suited.
- Sensitive, thoughtful and comfortable with careful wording.
- Able to handle the subject of wills and future giving with respect.
- Good attention to detail and awareness of compliance considerations.
- Committed to long-term support for the charity's work.

### *Time commitment*

Flexible. This may be a short project over a few weeks, or occasional support as legacy materials and messages are developed.