## Free volunteer advertising

As part of TPP's "Giving Back" programme, we offer an exciting FREE service to help you fill your volunteer vacancies.

Volunteers are vital to the third sector. However, it can be difficult for would-be volunteers to know how to approach an organisation and for non-profits to find these special individuals.

This is where TPP can help. We will advertise your volunteer role for FREE, expanding the reach and audience for your vacancy. Potential volunteers apply directly to you.



- Our website, www.tpp.co.uk
- The CharityJob website

Our "Giving Back" programme is a range of free services we offer in order to support non-profit organisations across the UK.

## Feedback on our service:

"The free service TPP offer to advertise volunteer roles, both on their own website and on CharityJob.co.uk, is brilliant! It can take a lot of time to upload roles/information to volunteer recruitment platforms, but TPP make this process really quick and easy. The team is so enthusiastic and helpful, super responsive, and they understand the importance of getting the adverts just right! It's a pleasure working with them."
- FoodCycle







If you wish to advertise volunteer opportunities with our organisation or have any further questions relating to this, please email: <a href="mailto:volunteers@tpp.co.uk">volunteers@tpp.co.uk</a>



## Advertising guidelines

TPP is proud to be able to support your organisation by offering our free volunteer advertising service. Our reputation is important to us and so all roles advertised must meet certain criteria. Please consider the following:

- **1.** Send us a volunteer role description (and if that description is stored on your website, the relevant link we will include this link in your free ad). That description should be clear what you would like volunteers to do and what they can expect from you. Include the following:
  - Role title
  - What you want volunteers to achieve, their responsibilities, and how these fit in with the work of your organisation
  - Hours and location
  - Skills and abilities needed
  - Benefits to the volunteer
  - A bit about your organisation
  - What support/training will be offered

For more information see 3 top tips for working with volunteers.

- **2.** Be clear that the role is genuinely volunteering and not voluntary work there is a difference but it can be a fine line see <u>NCVO guidance on the difference between volunteers and voluntary work for guidance</u> and <u>Government guidance on volunteering</u>. See also <u>NCVO Guidance on volunteers and employment rights</u>. Finally consider if in fact you are looking for an intern, and whether that should be a <u>paid internship</u>. Our free service is not for internships.
- **3.** TPP actively promotes Diversity and Inclusion to its clients, you can find out more about this <u>here</u>. Although volunteers are not protected by the Equality Act 2010, we encourage organisations who wish to use our free volunteer advertising service to consider the importance of diversity and inclusion across the whole organisation, for the best advice on inclusive recruitment please download our <u>Inclusive Recruitment</u> Guide.
- **4.** Our free advertising service is for volunteer roles. If you wish to recruit for paid roles, this is a paid for service to which our terms of business will apply. If we introduce a candidate to you, who is already known to you as a volunteer, you agree that you will be liable to pay us an introduction fee if you engage the candidate into a paid role.



020 7198 6000



www.tpp.co.uk/clients/free-services/advertise-volunteer-job



Principled Recruitment For Work That Matters