

Ahmed Iqbal Ullah Education Trust

Central Library, MCC, PO Box 532, Albert Square, Manchester. M60 2LA

Blogging and Publicity Volunteer

Main purpose – To use social media and other digital platforms to promote the Trust

What would I be doing?	Supporting the archive and library by : <ul style="list-style-type: none">• Taking photographs, making short films, recording interviews and writing blog posts• Updating Facebook, Flickr, Twitter and blogs with the digital content you have created.• Assist with digitisation of archive collections• Researching and collating information for digital exhibitions
When can I do my volunteering?	Due to the flexible nature of this role, most of the time volunteers can contribute at a time that suits them but they would need to commit to attending training and supervision sessions.
Where will I be volunteering?	You would usually be based at Manchester Central Library but there is flexibility to work externally.
Who will be there with me?	Ahmed Iqbal Ullah Education Trust and Centre Staff as well as other volunteers.
Support and Review	Regular support and guidance will be given by a named contact.

<p>Training, Resources and Information</p>	<p>A full induction will be given, and further training offered where appropriate.</p>
<p>Am I right for this opportunity?</p>	<p>This opportunity would suit someone who has:</p> <ul style="list-style-type: none"> • An understanding of ICT and the ability to help others in the use of ICT • An interest in the history of Manchester • Works well with others • Experience of using social media
<p>What will I get from volunteering?</p>	<p>Some of the benefits are:</p> <ul style="list-style-type: none"> • Meeting new people and making friends • Gaining experience of working with archives and social media • Opportunity to increase volunteering experience • Valuable training and experience that can be included in CVs and job applications