



Friends of Off The Record Twickenham – Role Description

About Off The Record Twickenham (OTR)

OTR provides the only drop-in counselling, information and sexual health service for young people aged 11 to 24, who live, study or work in Richmond Borough. We are a registered charity and we provide help early, when it is most needed. We are open 6 days a week at our Church Street office and we also operate 15 satellite services across the borough. As a result, we help the emotional and mental wellbeing of over 1,200 young people every year. Our services are free and confidential and, sadly, the demand for our services is ever increasing.

You will help by:

- Raising much needed funds for the organisation
- Raising awareness of what we do in the local community
- Inspiring others to get involved

Some of the things you might get involved with:

- Help to organise our annual 'Quiz with a difference' and/or Christmas concert (which showcases local young people). For example, you could help source prizes for the auction of promises and raffle, prepare food, or set up and clear away at the end.
- Be part of our team at local events including the St Margarets Fair and the High Tide Festival. This might involve, for example, helping to run a tombola and talking to local people about the services which OTR provides.
- Support our presence at events where we have been selected as a named charity, such as the open weekends for Eel Pie artists.
- Encourage supporters to participate in challenge events such as the Royal Parks Half Marathon or to raise money in other ways.

What we are looking for:

- Enthusiastic people with outgoing and welcoming personalities
- Individuals who understand why the services which OTR provide are so important and who want more local young people to benefit from our services

Additional information:

- The time commitment is very flexible – you can do as little or as much as suits you
- We would expect all volunteers to comply with our volunteering policy

What to do if you are interested:

- Please email info@otrtwickenham.com and someone will get in touch with you
- Alternatively, please call 020 8744 1644 during office hours