

Corporate Engagement Associate

Role Profile

Main objective

- To support with the implementation of our current Corporate Engagement strategy.

Start Date ASAP

Hours 12/week

Duration 4-6 months

Location Remote Working (must be based within the GMT to GMT+3 timezones)

Remuneration This is a voluntary role. There is no financial compensation associated with this role.

Benefits Gain insights into the nonprofit, CSR and corporate engagement sectors while working with a dedicated and passionate team.
Mentoring support & training related to the role and your development interests.
Develop skills in communication, project management, and partnership development.
Flexible working hours.
This role can be accounted as an official internship.

To apply, please fill in this [application form](#).

Purpose

Indigo Volunteers is seeking a motivated and dedicated Corporate Engagement Associate to join our team as a volunteer. This role involves doing research, developing communications and conducting sales outreach to amplify the reach of Indigo's corporate engagement programs.

As a small charity, we don't have a huge budget for communications - but we do have access to inspiring stories, powerful opportunities and an energetic team of colleagues. We're looking for a proactive and detail-oriented individual, and passionate about making a positive impact in the nonprofit sector and the lives of refugees.

This is an exciting opportunity to really help us grow our network, improve our financial sustainability, and bridge the gap between the nonprofit and corporate worlds. If you think you have what it takes, please get in touch.

Responsibilities

- Conduct research to identify suitable opportunities for connections and collaborations with companies.
- Assist in creating outreach materials and support administrative tasks for Corporate Engagement initiatives.
- Collaborate with the Corporate Engagement team to implement CSR outreach strategies.
- Coordinate with team members to gather content and maintain accurate information for content for ongoing communications, including a quarterly newsletter.
- Craft compelling copy reflecting Indigo's values for all communications.
- Develop content for key Corporate Engagement channels, including LinkedIn, blog posts and outreach materials.
- Manage and update Indigo Volunteers' LinkedIn with relevant content, including blog posts, news articles, and event updates.

Skills & Experience

- Strong written and verbal communication skills.
- Excellent research abilities, with a keen eye for detail.
- Interest or experience in sales is a plus.
- Strong organisation and planning skills.
- Strong team player.



- Interest in working remotely, managing your own time and multitasking.
- Familiarity with CSR and corporate engagement concepts and trends is a plus.
- Knowledge of LinkedIn management is a plus.
- Previous experience and/or demonstrated interest in the refugees and migrants sector, knowledge of the responsible volunteering concept is welcomed.

At Indigo Volunteers we see our differences as our strength.

We are committed to cultivating an equal and fair working environment free from discrimination on the grounds of gender, marital status, race, ethnic origin, nationality, disability, sexual orientation, mental health, religion or age. We believe in promoting a sense of belonging, where our people are heard and valued and diversity of experience and perspective is celebrated.

About Indigo

Indigo Volunteers is a charity that recruits volunteers, supports grassroots organisations, and creates networks along the European refugee route. We believe in the power of ordinary people, and enable them to work together to support refugees and displaced people. We work within a community of remarkable grassroots charities, volunteers, sector experts, and humanitarian organisations that are positively dedicated to supporting communities coping with displacement, inequality, and social injustice. Have a read about us [on our website](#).

OUR VALUES

1. **Human-centred.** We put relationships, lasting collaborations and human wellbeing at the centre of everything we do.
2. **Humility.** We acknowledge that we do not have all the answers; we welcome feedback and strive to continuously learn.
3. **Accountability.** We follow through on our commitments; we are honest and transparent.

To apply, please fill in this [application form](#).

If this role interests you and you have the required skill set, but cannot meet the expected hours and would be more interested in working on a project by project basis, please fill in the application form and explain your availability in the last section.