

## **Community Employment Post based in the LATIN AMERICA SOLIDARITY CENTRE - LASC**

**Applicants must be in receipt of state benefit for 52 weeks or longer**

City Centre Voluntary Groups has a job vacancy in the following position  
based in LASC, 5 Merrion Row, Dublin 2

### **Volunteers & Membership Officer**

The Volunteer and Membership Development Officer facilitates the relationships between members and volunteers and those managing and working in the Centre.  
An interest in solidarity issues an advantage

#### **Duties to include:**

- Communication with LASC's members
- Organising members' Annual General Meeting
- Explore options for involving, motivating and recruiting members
- Oversee the publication and distribution of Members' newsletter Chaski and being part of the editorial team
- Identifying areas of possible volunteer recruitment and volunteering opportunities within LASC
- Recruit, induct and support volunteers including researching and implementing volunteer policies and good practice in working with volunteers
- Manage volunteers at events
- Liaise and network with other organisations working in the area of voluntary work
- Organising Members and Volunteers' Open Night twice per year

### **LASC (The Latin America Solidarity Centre)**

LASC's mission is to expose and challenge the current injustices in Latin America and in Ireland, through public awareness raising, development education, information exchanges and campaigns in solidarity with the people of Latin America who are resisting oppression and are struggling to create a fair and inclusive society.

#### **Send your CV and letter of motivation to:**

Sandra McCarney,  
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