



VETERANS SUPPORT DIRECTORY

FORCES ONLINE CIO

Voluntary VSC (Veterans Support Coordinator)

JOB DESCRIPTION

WANTED – VSC’s in every County in England, Scotland, Wales and Northern Ireland. For voluntary online supporting the Veterans Pages.

REPORTING TO: CEO/Director of VSCs/Senior VSC.

Main Qualities and Function (Desirable)

- Ideally the VS Coordinators should be good communicators and have good organisational skills.
- Be able to work in a team and also as an individual worker.
- Be able to demonstrate that they can work towards specific targets.
- Be good at presentation as often they will be communicating with other organisations of varying sizes and each other.
- Have a reliable and enthusiastic approach.
- Be Supportive to the CEO & Other Departmental Heads.
- Be able to follow, and adhere to all Forces Online Aims, Objectives and Policies relating to VSCs.
- Be able to have fun and enjoy working in our community.
- Be able to attend online meetings usually 1 to 2 a month.

What Do We Offer?

- The chance to work for a new Military Forces Fully Online CIO.
- Personal Development.
- Increase Knowledge and inter personal skills.
- The chance to Work with other Like Minded People.
- The chance to make a difference to our Armed Forces/Veterans Community.
- The chance to try out your own ideas.
- A personalised Forces Online email.
- Personal Forces Online CIO I.D.
- Training Opportunities.

Outline:

- You will Act as a County Group/Page Administrator.
- You will be working alone or with other coordinators in a dedicated County Area, feeding local Veterans information back to our members and Admin areas and contacting local groups to inform them about our work and gaining permission to list them in the Veterans Directory. (Eyes and Ears of the community).
- Contacting media groups – local TV, Radio and Newspaper groups to establish communication in terms of editorials reporting local issues and getting them to communicate issues to us. Being aware of any local Veterans Issue which may need the support of our own Welfare team through nationwide support organisations.
- A change to get directly involved in the Veterans Directory Pages. (Optional).
- Have any Groups, Pages or Web Sites you are personally involved in listed, and on your personalised email.
- Reporting info back to our other groups as required.
- Increasing our membership base by circulating the Facebook Group Address.

This is a new opportunity and you will have the chance to get involved in a forward thinking Veterans Organisation that will make some differences to Veterans and families lives, and this can be done along-side any other Veterans obligations you may currently be involved with.

For further information or an informal chat then you can also leave a message in the Facebook group asking for a member of the Web team to message you to arrange a time to talk either on the phone or skype, or via email to webmanagers@forcesonline.org.uk

<https://www.facebook.com/groups/ForcesOnline/>

Interested people should apply using the online application Form

[HERE](#)

A Note on Confidentiality

Working for Forces Online CIO as a Voluntary Worker you will have access to some restricted Online Groups which our administrators use to communicate with each other as well as some specific Team Groups where often material or items discussed are for planning purposes and sometimes way ahead of release date.

You are forbidden to discuss any of this restricted information outside of the group you were in unless you have specific authorisation from your Line Manager to do so including names of people and personal information in the secret groups.

All material which is stamped with a Forces Online Logo is protected under copyright and Facebook Intellectual Rights and if you are unsure, permission should always be sought before using any of the material from your line manager

The confidentiality will also extend to you even if you decide to sever ties with any or all of the Forces Online Departments.

When using the online application it is taken that you have read and understand this confidentiality Notice.

Len Chappell

CEO

Forces Online

OTHER VOLUNTARY WORK ALSO AVAILABLE

In our

FACEBOOK GROUP

Administrational - helping with members requests and assist with

Checking posts and generating interest

FACEBOOK PAGE

Administrational – posting and sharing posts to the page to Generate interest for the group and the work we do.

WEB SITE/HQ

Administrational – Assisting with adding items to the web Site from Groups, Sites and Pages and watching the feedback.

FUNDING/SENIOR FUNDING COORDINATORS

**County Based – Funding Coordinators willing to assist on all matters relating to Funding and Sponsorship.
Full Training Given for the right candidates.**

CRISIS SUPPORT DIRECTORS

**This is a new post which is in development which, will be a Trustee position specifically to oversee and manage incoming Veterans Crisis Issues, as well as bringing an area of expertise to the organisation.
In the first instance please register your interest via email with some contact details and the best time for us to call you.**

<https://www.forcesonline.org.uk/contact-us>

All current posts are voluntary Only