



NWMRA



CAMGC

NWMRA Regional Grants Officer (Volunteer)

Overview

As the Regional Grants Officer for North Wales Mountain Rescue Association (NWMRA), you will help strengthen the charity's impact by supporting member teams to access funding. This volunteer role combines two key areas: helping applicants prepare strong grant applications to our charity, and identifying external funding opportunities that can further support their mission. It's ideal for someone who enjoys guiding others, writing clearly, and ultimately, in helping volunteers to save lives.

NWMRA is a Charitable Incorporated Organisation, which comprises nine volunteer mountain, lowland, cave, and dog search and rescue team in North Wales. Along with associate members from the statutory services, the teams themselves are our members.

NWMRA exists to coordinate activity so that the whole region has a suitable volunteer search and rescue resource to complement the statutory emergency services. Funders often prefer to support all our members financially via a central pot, and NWMRA distributes these funds fairly by providing training, infrastructure and capital grants to all of our members.

Key Responsibilities

- Provide guidance to member teams applying for grants from our charity.
- Support applicants in understanding eligibility criteria, completing forms, and gathering required evidence.
- Review draft applications and offer constructive feedback to improve clarity and strength, presenting them to the executive and trustee boards when complete.
- Manage enquiries from potential funders, and signpost to individual member teams or if the funder wishes to support only a regional project, work with NWMRA officers to prepare funding applications.
- Research regional and national grant opportunities that align with the aims of our members.
- Help member teams to prepare and submit high-quality applications to external funders on behalf of their charity.
- Maintain accurate records of applications, deadlines, and outcomes.
- Build positive relationships with volunteer fundraising officers from member teams.
- Chair regular meetings of team fundraising officers, sharing best practice, ideas and training.



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Skills & Qualities

- Clear, supportive communication skills and the ability to explain processes simply.
- Strong writing skills and attention to detail.
- Empathy and patience when working with people who may be unfamiliar with grant applications.
- Good organisational skills and the ability to manage multiple deadlines.
- Confidence in researching and analysing information.
- Ability to work independently while staying connected to the wider team.
- Experience in grant writing, fundraising, or administration is essential

Time Commitment

Flexible, typically **3–6 hours per week**, depending on the number of active applications. The role can be carried out remotely, with occasional online or in-person meetings depending on regional needs.

Management

This holder of this post becomes a co-opted member of executive board and will be expected to report to monthly management meetings, either in person or by report as appropriate. Meetings are generally held in central North Wales, but can usually be attended on-line. Day to day support will be available from the Chair of Trustees and Hon. Treasurer.

The post holder will be subject to a DBS check given the sensitive nature of some of our work.

What You'll Gain

- Experience in grant writing, applicant support, and community engagement.
- A deeper understanding of how charitable funding works.
- The satisfaction of helping people access financial support that can save lives.
- Training, guidance, and collaboration with a friendly and committed team.

NORTH WALES MOUNTAIN RESCUE ASSOCIATION

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NWMRA



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How to Apply

Interested? You can have an informal, no obligation chat by contacting treasurer@nwmra.org

If you wish to apply, please email treasurer@nwmra.org with your CV and a short covering letter outlining why you wish to apply.

The deadline for applications is Monday 22 June 2026.