**Draft
Terms of Reference for Fundraising Ambassadors’ Network**

**1. Purpose**

To raise funds for Advantage Africa and communicate partner needs and impact through members’ networks.

**2. Scope**

To provide Ambassadors with a focal point through which to introduce and connect individuals who have the potential to give, fundraise and raise awareness.

**3. Activities**

The activities will be determined by the Ambassadors’ contacts, skills and interests and supported by Advantage Africa’s staff and Trustees as needed. In this way, the Network will add targeted capacity and reach to Advantage Africa’s fundraising.

Dependent on their specific interests, Ambassadors will be invited to:

* Raise funds for priority needs eg COVID-19 response, albinism project, sponsor specific development workers in Kenya and Uganda etc.
* Raise awareness and advocate for Advantage Africa’s cause.
* Reach out to contacts for funding support.
* Connect with an Advantage Africa partner in Kenya or Uganda.
* Attend three meetings a year (September/January/May).
* Work together to run an annual fundraising event (Feb, may need to be digital).

**4. Benefits**

Ambassadors will benefit from:

* Regular ‘inside track’ information on project and situation updates.
* Opportunities to hear directly from partners in Uganda and Kenya.
* Networking with other Ambassadors.
* Fundraising support.

**5. Roles and Responsibilities**

* Lead/Founding Ambassador: Guy Marchant To host and motivate …
* Facilitator: Mandy Smith to be the first point of contact, draft communications, arrange meetings and source information.
* Fundraising mentor: Mandy to identify someone who can mentor young people wishing to get involved.

**6. Initiation Plan**

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| **Date** | **Action** |
| Aug | Trustees follow up their contacts post Facebook Live event to invite to inaugural meeting (Mandy to draft email, relevant contacts to send out with TOR) |
|  | Agree call to action (COVID £30k, Big Give match?) |
|  | Finalise first draft of ‘shopping list’ of needs |
| Weds 16th Sept 2020 | Inaugural meeting on Zoom |
| Jan 2021 | January meeting |
| Feb 2021 | Fundraising event (may need to be online?) |
| May 2021 | May Meeting |
| Sept 2021 | Sept Meeting |
| **Oct 2021** | **Review** |
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