



NOTTINGHAM
CITY OF SANCTUARY



We are working towards making Nottingham a recognised City of Sanctuary. In the city and county, we already have flourishing but hard-pressed groups who help people seeking sanctuary to become part of the wider community. We want to help local groups and individuals to welcome and appreciate people seeking refuge and asylum more actively.

December 2011 Newsletter

Action for ESOL campaign successful!

In mid-August an almost complete 'U' turn on FE funding cuts was announced.

Rather than fee remission relying on the receipt of "active" benefits, colleges were given **discretion to fully fund people on state benefits who intend to use the course to help them gain employment.**

Both New College Nottingham and South Nottingham College now accept evidence of state benefits to support ESOL students including:

- Job Seekers Allowance
- Employment Support Allowance
- Income Support
- Council Tax Benefit
- Housing Benefit
- Working Tax Credit
- NASS support for Asylum Seekers
- Disability Living Allowance
- Incapacity Benefit
- Pension Credit
- Unwaged dependants on people on the above benefits

In addition, they have developed other free courses that may help people without benefits, or those with very low or no personal incomes, to access language learning.

With current arrangements agreed for one year only, ESOL remains vulnerable to cuts. Analysis is also needed to gauge whether many people without benefits have been excluded by increased fee rates. Action for ESOL will continue to work for a "universal" ESOL entitlement and to keep ESOL high on the agenda this year. Lillian Greenwood, MP, Nottingham South, intends to form a parliamentary ESOL focus group to ensure this

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US!

happens. Watch this space for any further developments. Meanwhile – once again – a huge thank you to all for your collective work to protect ESOL funding.

Action for ESOL newsletter – Call for contributions (thanks to ESOL Research Forum)

ESOL News aims to keep students informed about the AfE campaign and provides opportunities to get involved. They are looking for articles from students or teachers who could dedicate some class time to supporting student contributions. [Email](#)

A home at last!

We now have an office at the Sullay Jalloh Centre, 82-84 Radford Road, Hyson Green, where NAWEF have given us part of their office space. More details next month when the office is set up.



Available from
coordinator@nottingham.cityofsanctuary.org

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Letters

DO YOU, OR ANYONE YOU KNOW, HAVE A SPARE ROOM

which you could offer to a destitute asylum seeker

for a few days, weeks or months?

A group of organisations in Nottingham who provide support for people seeking sanctuary have got together to try and address the increasing concern for destitute asylum seekers who are street homeless. Together they have set up a network called **HOST Nottingham**. A number of cities around the country have set up such schemes, a high proportion of which have been instigated by Christian or other faith groups.

**Are you a shop,
a place of
worship, an
office open to
the public, a
place of
entertainment?**

**Could you
display this
welcoming sign
on your
premises?**

Red Cross, Refugee Action, Nottingham Refugee Forum, Arimathea Trust and the Rainbow project have created this umbrella organisation to co-ordinate the provision of hosting in Nottingham. They will provide training and support for those who are able to provide temporary accommodation in Nottingham and their guests. The scheme is flexible, fitting to the host families' needs. Some will offer emergency accommodation for a few days, others for a few weeks while others are able to offer a room for some months. We are initially looking for hosts who live in areas which are easily accessible to the city centre as, apart from possibly having a bicycle, the guests will not have any access to transport.

Destitute asylum seekers are those who have left their own countries, having experienced severe persecution, physical and emotional trauma as a result of political opinions or faith, suffered further trauma and abuse on the hazardous journey that brought them to Britain and then fallen through gaping holes in a tortuous legal process.

There are **other ways of helping** with the scheme – sponsoring a bus pass, gifting an unwanted bike, raising money and awareness, befriending the guests and praying for those who, through no fault of their own, find themselves in trauma, homeless, hungry and cold in our city.

If you would like further information on this scheme, I can email you a copy of the HOST Handbook and the HOST leaflet and would be very pleased to talk to you or meet with you to give you more information.

jane.henson@email.com 07940 548 832

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[News from our partner organisations:](#)

From the Red Cross

Our Women and Men Groups are going, we currently have nearly 80 women signed up to our Refugee and Asylum seekers Women's Activity Group and over 170 men to our Men's Activity Group.

The next women's activity is the Women only pamper session on Monday 12th December. The Pamper Session includes British Red Cross Therapeutic care and promotes a sense of relaxation and well being. Gentle massage can help to relieve pain and stress and alleviate symptoms of illness. Our volunteers are trained to use basic massage techniques and provide a one to one 30 minute session consisting of hand and arm and neck and shoulder massage given through clothing massage.

The sessions are for Refugee and Asylum Seeker Women only.

The session is appointment only, to book a place please email bwalton@redcross.org.uk or telephone 07834525008.

Arimathea Trust

WHAT WE DO

Nottingham Arimathea Trust (NAT) was established in response to homelessness amongst refused asylum seekers in 2007. Since then, we have grown from 1 part-time Housing Manager and only 1 residence to a full-time Project Manager and part-time Support Facilitator as well as 3 asylum seeker residences and a refugee housing project.

WHO WE ARE: We are a small team composed of Caron Boulghassoul (Project Manager) and Wesal Afifi (Support Facilitator). We were also joined by Matt Long in August 2011 who is a social work placement with NAT and Refugee Action. Alongside the staff team, we have a board of trustees and of course a growing and dynamic volunteer team.

NAT HOUSES: We currently have 2 male residences housing 9 asylum seekers and 1 female residence housing 3 asylum seekers.

REFUGEE HOUSING: In the autumn of 2010 NAT regenerated 9 flats to provide housing for single new refugees who are often homeless after their grant of refugee status. The aim of the flats are to relieve homelessness, whilst also helping NAT become sustainable by funding our main work with asylum seekers. This project was further complimented when we were offered a family home to manage, which now houses a refugee family.

COMMUNITY ACTIVITIES: We have had a busy summer and tried to make the most of the warm weather to get residents involved in garden activities, as well as taking residents on a trip to London to visit Capel Manor Gardens and to watch the filming of the TV Game Show, The Cube. With the help of Ecoworks, Groundwork's WOW! Project and the Partnership Council we have planted fruits, vegetables, and herbs, had a bird feeder workshop and are also working hard to get rid of Japanese knotweed!

For more info, email info@nottinghamarimathea.org.uk or call us on 07735004218

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DECEMBER DIARY

Every Thursday, 6-7pm

International Singing Club -, The Square Centre, Alfred St North, NG3 1AA. (thanks to Nottingham Beyond Borders) Learn and teach songs from around the world! Everyone welcome.

Monday 5th to Friday 9th



There is less than 1 week to go until donations to NAT can be doubled through 'TheBigGive Christmas Challenge 2011'.

Set your alarms for 10am, 5-9 December!

THEBIGGIVE CHRISTMAS CHALLENGE

theBigGive.org.uk
helping your donations go further

The Arimathea Trust (NAT) has been chosen by the charity TheBigGive to benefit from match funding during 'theBigGive Christmas Challenge 2011'. During these special 5 days, starting at 10am on Monday 5 December online donations to the NAT fundraising page on the theBigGive website will be matched pound for pound. You can reach the page through the following link:

<http://new.thebiggive.org.uk/charity/view/6702>

*Do you want
your event listed
here?*

*Send event details in
a Word file (which
can include
graphics) before the
end of the month and
it will be include the
in the next month's
diary.*

Limited match funding is available each day from 10am (UK time) until it runs out for that day, so the early bird will catch the worm, as they say! If you miss out on getting your gift matched on Monday then you can try again from 10am the next day.

In particular we are seeking to raise at least £1050 from this appeal, which will be used to install a new shower in one of our men's houses and convert a dining room into a further safe and warm bedroom. If we can do this soon, we can help get one more man off the streets this winter and increase our capacity to 13 bed spaces in Nottingham Arimathea Trust housing.

Please share this newsletter and help us let as many people as possible know that their donation to help destitute asylum seekers can be DOUBLED.

Thank you for your support!

Tuesday 6th December Housing Information Events:

Housing Information Events

For Black, Asian, Minority Ethnic & Refugee Communities

Are you unhappy with your living accommodation and don't know where to go for advice? Would you like to know more about your housing options in Nottingham? Social Housing? HomeLink? Private Rented?

Notts Housing Advice and Nottingham City Homes will be giving presentations about the choices on offer and will be happy to answer any questions that you may have.



Wednesday 23rd November at 6pm

The Meadows Library, Wilford Grove, NG2 2DR

Tuesday 6th December at 6pm

Hyson Green Community Centre, Gregory Boulevard, NG7 6EE



MEADOWS
PARTNERSHIP
TRUST



Notts
Housing
Advice



Refreshments will be provided / For more info. call 07891701133

Although these events are aimed at Black, Asian, Minority Ethnic (including EU migrant) and Refugee communities they are open to everyone.

8th December Celebrate Human Rights Night

To Celebrate this years International Human Rights Day, Small World Café has linked up with Amnesty International and members of the Iranian Refugee Community in Nottingham to host an evening of Film, food and debate.

Doors open at 7pm at The Square Centre, Alfred Street North, Nottingham NG3 1AA

Film starts 7.15pm

Speaker from Amnesty International [9.pm](#) (approx)

Speakers from Iranian Refugee Community in Nottingham on the Human rights in Iran

Light Refreshments and Iranian snacks will be available for donation.

All Welcome

Thursday 8 December, 7.45

Nottingham Welcome Project invites you to an:



ADVENT GOSPEL CONCERT!

Presented by BBC Radio Nottingham's Frances Finn, *with special guests* the University of Sheffield Gospel Choir and Pilgrim Sacred Dancers

Concert starts: 7.45pm (doors open from 7.15pm)

Venue: St Stephen's Church,

Bobbers Mill Road, Hyson Green, NG7 5GZ

Estimated running time: 90 minutes including interval serving hot and cold drinks and mince pies. Dress warmly!

Tickets on sale at St Stephen's church office Tues-Fri 10am – 1pm or the Vine community centre, Fridays 2pm-6pm. Adults £3, NUS £2, Children (age 4+) £1.50. **Free to asylum seekers (with NASS card)**. Or call/email Joanna on 07557 443454
joannap@thewelcomeproject.org.uk

All proceeds to Nottingham Welcome Project, supporting refugees in our city
www.thewelcomeproject.org.uk.

With thanks to all performers, Frances Finn and St Stephen's with St Paul's church
www.ststephenswithstpauls.org.uk

Saturday 10th December NNRF 'End of Year' Children and Families Party

NNRF will hold a party for over 100 refugee and asylum seeking families and children where each child will receive a gift. They would appreciate donations of toys, books, vouchers and gifts for children aged 0-16 years.

Please take donations to the Refugee Forum (The Square Centre, Alfred St North).

For more info contact liz.burrell@nottsrefugeeforum.org.uk.

Having trouble viewing this email? View it in your [browser](#) »

Sneinton Market Square will open to the public on Saturday 10 December 2011 following its dramatic transformation.

Sneinton Market Square will officially open to the public following its multi-million pound transformation on Saturday 10 December 2011.



Join the celebrations with a weekend of activities for all the family starting with a Christmas Market between 10am and 4pm, switching-on of the Christmas lights with carol singing at 5pm, followed by light projects at 6pm.

There will also be exhibitions with workshops, screenings and demonstrations on the day between 11am - 7pm.

Sat 10 & Sun 11 December

11 am to 3 pm. **FREE**

The Studio at Nottingham Contemporary, Weekday Cross, Hockley. What objects would you choose to tell others about yourself or things that are important to you? Get warm and cosy in The Studio and make some inspiring art. There will be some special entertainment. **No need to book, just drop in.**

On Sunday afternoon, the Contrast Steel Band will be performing carols outside the building, followed by Thoresby Colliery Brass Band in the Café.

Wednesday 14th December 2011 from 12-3pm at Refugee Forum

Refugee Futures and NNRF are co-hosting a **RefuTEA event**. As you are all probably aware 2011 is the 60th anniversary of Refugee Council and UN Convention, and we didn't want it to pass without marking it in some way!

Our RefuTEA will be providing tea, coffee, cakes, and savouries. Service providers will be asked to set up information stands showcasing the work people do, along with case studies where possible detailing the positive impact refugee organisations in Nottingham have on people's lives. We are also hoping to have a number of service users who are happy to speak of their experiences with people mingling with the crowds.

There will be a raffle, and we will shake empty teapots at people after they have sampled some home made cakes. Monies raised will be split between the Refugee Council, The Arimathea Trust and NNRF.

We look forward to seeing you on the day!

Many thanks

Dara Ivekich, (Service Manager, Refugee Futures) & Teresa at NNRF

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Opportunities

Belong: ESOL Classes

We are starting ESOL sessions, Mondays 10am - 12 noon, at Belong, 32 Gregory Boulevard, Hyson Green (opposite the Library). These will be free for asylum seekers though there will be a small charge for anyone else (£1 for jobseekers or those on benefits and £2 for all others - this is for a 2 hour session). Initially it will be for those at Entry 1 and Entry 2 standard though we hope to expand this soon. *Please note these are not accredited courses.*

For more information contact: Rosie Fisher, Project Development Worker, Belong, T: 0115 979 0015, E: rosie@belongnottingham.co.uk

Conversation groups

Did you know that Nottingham City Library Service runs English Conversation groups for people who want to improve their confidence in speaking English? The groups are a great way for people to get to know their community and find out about services.

More information on the conversation groups and other services of interest to people from the new arrival, refugee and asylum seeking communities can be found [here](#) and on Nottingham City Libraries [Facebook page](#).

Meadows Library: Tuesdays 11 am - 12.45 pm

Aspley Library: Wednesdays 1 pm - 3 pm

Central Library: Thursdays, 3 - 5 pm

Hyson Green Library: Fridays, 10.30 am - 12

Free English Lessons at ILS English

Continuous Enrolment * 5 lessons per week * Mon / Tue / Wed / Thurs / Fri * 2 p.m. – 4 p.m.

ALL NATIONALITIES WELCOME

Come and register with us at ILS English

33 Clarendon Park, Clumber Avenue Nottingham NG5 1AH, Tel: 115 969 2424

Fax: [++44 \(0\) 115 962 1452](tel:++44(0)1159621452), Email: enquiries@ilsenglish.com, Web: www.ilsenglish.com

Language Café project

A fun and informal way to learn new languages, practice your teaching skills and meet people from all over the world. Come along and get involved!

Nottingham City Libraries and Culturebox have teamed up with the Refugee Forum to bring back the Language Cafe project! At the Square Centre, Alfred St North, NG3 1AA. Every Saturday 2:30-4:30pm.

Libraries are at the heart of your community For more information contact Juliet Line on 01159151180 or Diane at culturebox@hotmail.co.uk

***InTraining* jobseeker sessions**

Nottingham City Libraries are hosting *InTraining* sessions, offering work & training to jobseekers. They are based on floor 2 of Central Library, Angel Row, on Wednesday afternoons between 12.30 and 4.30.

InTraining provide free training and job help to all jobseekers who are aged 19 or over (anyone under this age will be able to access the same help from Connexions).

InTraining are happy for staff to signpost anyone to them who needs work & training help. They perform an initial assessment of the jobseeker, which takes up to an hour, and from this they work out how best to help them. This might be C.V. writing, interview techniques, job searching or training.

If they have a group of people all needing the same help, they will organise a group session e.g. a group session on C.V. writing.



The Welcome Project

REFUGEES!

- Feeling lonely, anxious or depressed?
- Want to practise your English?
- Need help finding paid or volunteer work, training or education?

A mentor can help you with by providing one – on – one support meetings once a fortnight or once a month.

You choose your mentor from our group of trained volunteers and you decide what you want help with. The programme will be starting in November 2011.

Ten places are available.

Interested? Please text/call Welcome Project co-ordinator Joanna Petersen 07557 443454
joannap@thewelcomeproject.org.uk

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Resources

Help the Homeless this Winter



The Nottingham Winter Shelter is a collaboration of Faith Communities and the Voluntary Sector.

From 28th November we are opening a temporary Night Shelter until 12th March. It will run for a few weeks each in St Peter's Church Hall Radford, Thomas Helwys Baptist Church Lenton, and St Saviours in the Meadows.

We need to recruit volunteers to make this project a reality. Duties include setting up and clearing down, serving drinks and snacks, and lending a sympathetic ear. Further details from nottinghamwintershelter@yahoo.co.uk or find out more and sign up during our Coffee Morning

Do you know where your local community cafe is? (thanks to NCVS)
The Nottingham Community Cafe Network has mapped the city's community cafes, find details of the network [here](#).

Turn your Christmas shopping into donations at no extra cost! (thanks to Refugee Council)
Thousands of leading retailers will donate a percentage of your online purchases to the charity of your choice through 'Give as you Live' at no extra cost to you. [Visit](#).

FREE ESOL resource: Nottingham Contemporary

Nottingham Contemporary have now developed a free ESOL resource that can be used by any group or individual. The resource aims to make gallery visits more accessible and engaging. Further information can be found on <http://www.nottinghamcontemporary.org/communities-and-groups>

We currently also offering a limited number of FREE artist led workshops for any ESOL group within the city.

Special free gallery training days are also on offer for tutors or anyone who works with groups who have English as a second language.

To find out more, please contact Saima Kaur at Saima@nottinghamcontemporary.org

DROP-IN FOR ST. ANN'S AND DALES COMMUNITY GROUPS -

at Renewal Trust Building, 27-31 Carlton Road

No appointment necessary! Thursday evenings, 4 - 7 pm

We work in partnership with NCVS group development worker Kate Hemsley to offer tailored one-to-one advice and support to community groups. No appointments

necessary! This could include support with governance issues, identifying and filling in funding applications, helping with planning, policies, constitutions and so forth.

We are also offering FREE use of a b&w photocopier to community groups

FREE colour printing (limited to 20 copies per group per session)

Introduction to the National Health Service

This fact sheet has been written to explain the role of UK health services, the National Health Service (NHS), to newly-arrived individuals seeking asylum. It covers issues such as

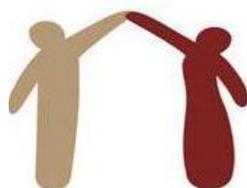
- ▶ the role of GPs,
- ▶ how they give you to the health services,
- ▶ how to register
- ▶ and how to access emergency services.

[Click here](#) to access the information in 40 languages.

Learn about the situation of sanctuary seekers in this country

As part of their Social Sciences course, the Open University has produced two podcasts about City of Sanctuary. The [“Seeking Sanctuary”](#) podcast has a video and “Taking Sanctuary” has no visuals but goes into more detail. Both are available on the Open University site and free to [download on iTunes](#).

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NOTTINGHAM
CITY OF SANCTUARY

We invite you and your organisation – your school, faith group, business, charity – to sign our pledge form and get involved in whatever way suits you. Whether you want to **display a sign**, join a **befriending scheme**, or just **smile** at people you don't know, there's something everyone can do to help make Nottingham more **open and fair**.

Please support us by becoming a City of Sanctuary supporter group

We are continually seeking statements of support from all **organisations** across Nottingham. We are working towards building a network of organisations that recognise the contribution of asylum seekers and refugees and are committed to welcoming and including them in their activities.

We also ask our supporting organisations to decide on a practical action that they can implement to help make their activities or services more inclusive of those seeking sanctuary.

If this sounds like something that your organisation could do go to the [website](#) for more details. Please sign and return our pledge form to either coordinator@nottingham.cityofsanctuary.org, or to Nottingham City of Sanctuary, First Enterprise, 90 Radford Rod, Hyson Green, NG5 7FU.

The form will also give you useful ideas for how to make your activities more inclusive of those seeking sanctuary.

You can also register your support as an **individual** by signing up to receive our newsletter and information on City of Sanctuary events. Email coordinator@nottingham.cityofsanctuary.org

Our 61 Supporting Organisations - Is yours listed?

Faith groups:

[All Saints, St Mary and St Peter, Nottingham](#)

[All Souls Church and Community Centre](#)

Beeston Quakers

[Diocese of Southwell and Nottingham](#)

[Nottingham and Derby Methodist District](#)

[RC Diocese Justice and Peace Commission](#)

[Nottingham Interfaith Council](#)

[Nottingham Quaker Meeting](#)

St John the Evangelist Church, Carrington

[St Stephen's Church, Hyson Green](#)

Education:

Aegis, Nottingham Trent University

[Begin](#)

[Castle College](#)

[STAR \(Student Action for Refugees\)](#)

Refugee Community groups

[Belong \(formerly Kweri-Hetu\)](#)

[Birchover Community Centre](#)

Public sector

[Area 4 Forum, Nottingham City Council](#)

[Forestry Commission, Sherwood District](#)

[CEFET](#)

Voluntary groups

[African Women's Empowerment Forum](#)

[Citizens for Sanctuary](#)

[Nottingham Community and Voluntary Service](#)

[Nottingham and Notts Refugee Forum](#)

[Nottingham Arimathea Trust](#)

[Nottingham British Red Cross Refugee Services](#)

[Nottingham Beyond Borders](#)

[Nottingham Clarion Choir](#)

[Partnership Council](#)

Peace Supper Group

[The Rainbow Project, Hyson Green](#)

[Stop Hate UK](#)

[Vine Community Centre, Hyson Green](#)

[The Welcome Project](#)

Trade Unions

[Unison, Nottingham City branch](#)

Others

[Beulah Rescue Centre](#)

CND (Campaign for Nuclear Disarmament)

[City Arts](#)

[HLG \(Housing Liaison Group\)](#)

[NCBI \(National Coalition Building Institute\)](#)

[Refugee Action](#)

[Roshni](#)

[Streetwise Opera](#)

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[Joining in / Volunteering Opportunities](#)

Do you need volunteers? (We do! -see last page) We will feature you here each month, especially if you would welcome volunteers who happen to be refugees.

There are many projects across Nottingham that support refugees and asylum seekers, and most would welcome new volunteers. Many of our supporter organisations also require volunteers.

Please feel free to contact these organisations but if you do secure a position, please contact us and let us know about it so we can share the success stories of volunteers with others (and gain brownie points with our funders!)

The Welcome Project is seeking to recruit volunteers for all aspects of the project including:

- [Interpreting](#)
- [English conversation practice](#)
- [Mentoring](#)
- [Computer training](#)
- [Form-filling](#)
- [Help with accessing benefits, housing, health services and education](#)
- [Fundraising](#)
- [Writing grant applications](#)
- [Event management](#)
- [Media relations](#)

All volunteers will receive training in working with vulnerable people and undergo CRB checks. Further training in the relevant areas, e.g. housing etc, will also be given.

Contact us:

Co-ordinator: Joanna Petersen joannap@thewelcomeproject.org.uk, 07557 443454

Administrator: Sharon Bravo admin@thewelcomeproject.org.uk or 0115 9701855

The Rainbow Project co-ordinator: Dianne Skerritt ds Kerritt@southwell.anglican.org or 07917 67468

Nottingham Arimathea Trust (NAT)

is looking for mentors and befrienders for residents in our asylum houses. Your role will primarily be to offer a supportive relationship and practical assistance where appropriate, and can take the form of a variety of activities such as helping residents with English, accompanying them to various events around Nottingham, helping them get to a doctor's appointment, or simply chatting to reduce loneliness and isolation. Mentoring and Befriending training will be provided!

No specific qualifications are required although an understanding of the issues facing asylum seekers is desirable and a positive and respectful attitude is essential!

For further details please visit the Do-it website: [http://www.do-](http://www.do-it.org.uk/oppdetails.do?id=1626060)

[it.org.uk/oppdetails.do?id=1626060](http://www.do-it.org.uk/oppdetails.do?id=1626060) or contact NAT's Support Facilitator, Wesal on 07771803752 or wesal@nottinghamarimathea.org.uk

Nottingham and Nottinghamshire Refugee Forum

Nottingham and Notts Refugee Forum (NNRF) is an independent, voluntary organisation set up to work with and for asylum seekers and refugees in Nottingham and Nottinghamshire.

Volunteer positions include a vacancy for Honorary Treasurer and General Advisors.

Website: <http://www.nottsrefugeeforum.org.uk/>

Email: volunteer@nottsrefugeeforum.org.uk

Telephone: 0115 941 5599

Forestry Commission, Sherwood District

The Forestry Commission is the government department responsible for trees, woods and forests in the East Midlands Region. They manage the forest estate in the region and create sustainable and attractive woodlands that are rich in biodiversity and accessible to as many people as possible.

They offer volunteer opportunities in Practical Conservation, Trail Building or Shadow Ranger Voluntary Work Placement. For more information on volunteer opportunities please visit www.forestry.gov.uk/eastmidlandsvolunteering.

Website: <http://www.forestry.gov.uk/> Email: enquiries.sherwood@forestry.gov.uk

Telephone: 01623 822 447

Oxfam

The Oxfam 'Books and Music Shop' in Beeston and the Oxfam 'General Shop' in Beeston have both signed up as supporters of the City of Sanctuary and are willing to offer volunteer placements for suitable refugees and asylum seekers. If you want to apply, or need support, contact: communications@nottingham.cityofsanctuary.org



CITY OF SANCTUARY **Volunteers wanted!**

Can you offer some time, skills, or knowledge to us? Please contact our volunteer co-ordinator, Roselyn Dien (mcdien12@gmail.com) to discuss what you are interested in. We particularly need a new Administrator/Secretary.

Secretary/Administrator

Mail outs to potential members and follow up calls, publicity, keeping a record of members, agendas for meetings and minutes, booking speakers. Organising meetings.

Skills needed: good organisation skills. Access to a computer and phone (cost of calls need to be reimbursed).

Publicity / PR / Media volunteer

Writing press releases; writing positive stories for local press on people seeking sanctuary locally. Work with Website Manager (or be Website Manager too)

Skills needed: some experience of working with media and writing press releases, or willing to learn, good English writing skills.

Promoters

There are many groups (and shops) in Nottingham we are sure would want to support us, if they knew about us. We know the names of many groups, but haven't had the resources to contact them and explain who we are. Could you help?

Recently we contacted shops for the first time. It took Claudette just one morning to sign up 12 shops in Hyson Green. Small shops in areas where sanctuary seekers live are our targets, **especially St Ann's, The Meadows, Lenton.**

Community Networkers

Volunteers to attend community events – designing and setting up a stall, speaking to other organisations at events, networking etc.

Skills needed: good communication skills, willing to travel locally, organise own time, and able to find out about events to attend.

Newsletter

To produce a monthly newsletter

Skills: Ability to write in a way that engages existing supporter groups and new readers. Ability to cut and paste from certain websites. Keep a look out for local events. Ability to make it look attractive on screen and on paper (on screen is more important).

Speaker / trainer

To give presentations to other organisations in Nottingham encouraging them to sign up in support and to decide how to action their support.

Skills: Would suit someone with experience of asylum system and good presentation / facilitation skills. Speaker's materials are available.

Expenses are available for those who need them.