



Dear Supporter Panel Member,

Thank you for being part of the ShelterBox Supporter Panel.

Please review the role description below:

**Title: Supporter Panel Member**

**Purpose:** ShelterBox Supporter Panel is an online meeting that takes place every 4-6 weeks. Panellists are invited to review and sense-check a key aspect of ShelterBox's communication – such as fundraising campaigns, newsletters, branding and design – and offer constructive feedback and suggestions for improvement.

The Supporter Panel is how we can make sure we're getting the full attention of as many people as possible.

**Tasks:**

- Reviewing ShelterBox communications media every 4-6 weeks
- Taking part in a focussed online discussion every 4-6 weeks
- Offering an outside perspective on how ShelterBox messaging comes across
- Suggesting alternative language and research where appropriate
- Offering reflection and guidance on ShelterBox messaging based on personal experience.

**Skills & Qualities:**

- Good communication skills
- Methodical, with a good attention to detail
- Able to offer constructive criticism and take part in supportive discussion
- Willingness to learn about ShelterBox's communication needs

**Time Commitment:**

As it's an online forum, you can fit your contribution around your other commitments, within a one-week window, once every 4-6 weeks. You can also send your contributions in directly via email, if time permits.

**Your named contact:**

Fraser McAlpine, Insight Assistant

[Supporterpanel@shelterbox.org](mailto:Supporterpanel@shelterbox.org)