

National Data Integrity Volunteer



THE ROLE

Street Support Network are looking for Data Integrity Volunteers to help keep our online platform's information accurate, up-to-date, and trustworthy. You'll play a key role in making sure people experiencing or at risk of homelessness can find the support they need quickly and easily.

Your work will have a direct impact, ensuring that vital services are accessible to those who need them most. As Street Support Network continues to grow, so does the importance of maintaining high-quality data to support our mission of connecting solutions and tackling homelessness.

THE RESPONSIBILITIES

- Reviewing organisation websites and transferring relevant information to our online platform.
- Entering and updating data from online and other sources to our online platform.
- Emailing and corresponding with organisations to verify their data.

THE SKILLS

- A good understanding of Gmail and Google Drive.
- Proficiency in Microsoft Office (Excel & Word).
- Ability to pick up new online platforms (don't worry, we'll provide training).
- Strong written and verbal communication skills.
- Comfortable working independently and as part of a team.
- Organisation and strong attention to detail.
- Problem-solving and decision-making.
- Proofreading and data-checking.

THE RIGHT PERSON

- Remote Role: You'll need access to your own computer/laptop with internet access.
- Commitment: Minimum of six months, with the option to extend.
- Hours: 7 flexible hours per week—fit them in around your life!
- Location: We're a digital-first organisation with a team across the UK and beyond. As long as your written and spoken English is fluent, we'd love to hear from you.

THE BENEFITS

- Comprehensive training and guidance from your manager and technical team.
- Insight into the third sector and experience working with a dynamic, purpose-driven organisation.
- Opportunities to contribute ideas to improve our platform—we value your input!
- Reliable, competent volunteers can expect excellent references where needed.

THE PROBATIONARY PERIOD

The successful candidate will have a one-month probationary period to ensure that it's the right fit for both you and us. Throughout the first month, Matt, our Managing Director will have regular check-in's to discuss how things are going, to offer/receive feedback and to provide any support needed.

THE APPLICATION PROCESS

If you're interested in joining our team as a Data Integrity Volunteer, please send your CV and a cover letter to our Managing Director, Matt Lambert at matt@streetsupport.net. If you'd like to have an informal chat before applying or have any questions about the role, please feel free to reach out.

Street Support Network is committed to inclusivity, collaboration, and practical solutions. Applications from all individuals with the relevant skillset including those with lived experience of homelessness and from diverse backgrounds are welcome.