

Grants and Charitable Applications Volunteer

Miscarriage of Justice Support Service (MJSS)

RCJ Advice | Citizens Advice & Law Centre

Based at the Royal Courts of Justice, Strand, London WC2A 2LL

Time commitment: Half a day per week (minimum 6–12 months)

About Us – Miscarriage of Justice Support Service (MJSS)

The Miscarriage of Justice Support Service (MJSS) supports individuals whose criminal convictions have been overturned by the Court of Appeal in England or Wales, or who are awaiting appeal following a referral from the Criminal Cases Review Commission (CCRC).

Delivered by RCJ Advice, a Citizens Advice & Law Centre based at the Royal Courts of Justice, we have worked nationally since 2002, providing free, independent, and trauma-informed support to people affected by serious miscarriages of justice.

Our clients are often released from prison with no notice and no access to statutory resettlement services. Many face immediate hardship, including homelessness, financial insecurity, health challenges, and long-term emotional trauma. Our service helps people begin rebuilding their lives after a miscarriage of justice.

About the Role

As Grants and Charitable Applications Volunteer, you will help identify, research, and apply to charitable funds and grant-making bodies on behalf of people affected by miscarriage of justice.

Grants may support a wide range of person-led needs, including:

- Clothing and household essentials
- Laptop or digital access
- Travel costs or driving lessons
- Education and training courses
- Therapy or counselling
- Respite breaks or wellbeing activities

In addition to making grant applications, you will help record and update information in our grants database, and track all grant activity, recording who the grant was for, which funder it came from, how much was awarded, and for what purpose.

This is a non-client facing role that has a direct, positive impact on the lives of people rebuilding after wrongful imprisonment.

What Will You Do?

Volunteering from our office at the Royal Courts of Justice, you will:

- Be supported by staff to understand our grant application process and work in a trauma-informed, person-centred way
- Research charitable funds and community-based grants relevant to client needs
- Draft and submit applications on behalf of clients, under staff supervision
- Record all grant activity, including client initials, funder details, amount awarded, and purpose of the grant
- Help maintain and update a searchable list of charitable funders and application processes
- Support follow-up actions and help keep records up to date

Examples of Tasks

- Drafting and submitting grant applications to cover client needs such as wellbeing support, training, or digital access
- Researching local and national charitable funds relevant to people affected by the justice system
- Recording details of grants awarded, outcomes, and follow-ups in the existing database
- Assisting with maintaining and updating a searchable list of charitable funders and application processes
- Monitoring application deadlines and assisting with tracking progress and success rates

What's in It for You?

- Make a meaningful difference to people rebuilding their lives after wrongful imprisonment
- Gain practical experience in grant writing, research, and charitable fundraising within a justice-support context
- Develop skills in information management, written communication, and social support systems
- Be part of a trauma-informed, compassionate, and inclusive team
- Receive supervision, regular support, and reimbursement of reasonable expenses

What We're Looking For

No fundraising experience is required. We welcome volunteers who are:

- Clear, careful communicators, especially in writing
- Comfortable using websites, spreadsheets, and online research tools
- Organised and able to follow structured processes
- Respectful of confidentiality and sensitive personal information
- Open to learning about trauma-informed and person-centred work
- Committed to fairness, inclusion, and social justice

Time Commitment

We ask for a regular commitment of half a day per week, ideally for 6 to 12 months.

This is an office-based role, working from our central London office at the Royal Courts of Justice.

Flexibility, guidance, and regular support will be provided throughout.

Valuing Inclusion

We welcome volunteers from all backgrounds. Many of the individuals we support have experienced injustice, exclusion, and stigma. Applications are especially encouraged from those with lived experience of the criminal justice system, wrongful conviction, financial hardship, or marginalisation — personally or through supporting others.

We also welcome those who bring a strong understanding of the impact of miscarriage of justice and a commitment to helping others rebuild their lives with dignity and hope.

How to Apply

To apply, please complete the online application form on our website and return it to mjss@rcjadvic.org.uk . We will be processing applications on a rolling basis.

To find out more, email us at: mjss@rcjadvic.org.uk

We look forward to hearing from you.