

# FACTSHEET

## How you can help

Prisoners Abroad, 89 – 93 Fonthill Road  
London, N4 3JH, United Kingdom  
Tel 020 7561 6820 Fax 020 7561 6821  
info@prisonersabroad.org.uk www.prisonersabroad.org.uk  
Charity Number 1093710



**Offers of help on a voluntary basis are always welcome. Prisoners Abroad exists to safeguard the welfare of British citizens detained abroad, we make no moral judgment about our clients helping convicted and unconvicted, guilty or innocent, solely on the basis of need. We therefore do not campaign on behalf of individuals and volunteers wishing to gain experience of human rights work may find that other organisations offer more scope.**

### **Volunteering at our offices in Finsbury Park**

Anyone interested in volunteering at our offices must fill out a volunteer application form and provide names of two referees. Forms are available from our website or from the Human Resources Manager (details below). We try our best to accommodate all those who kindly want to donate their time and expertise to us. This isn't always possible but when it is, we ask that you come into our office to have an informal chat in order to learn more about us and to discuss our mutual expectations. Anyone who has access to information about our client group is required to sign a confidentiality agreement and references will be taken up prior to volunteering. For further information about volunteering contact:

Zeta Cottrell, Human Resources Manager  
Tel: 020 7561 6820  
Email: [volunteer@prisonersabroad.org.uk](mailto:volunteer@prisonersabroad.org.uk)

In order for volunteers at our offices to complete an induction, get the most out of their experience and provide continuity of services to our clients, we require a minimum commitment of one day a week for six months. In return we can offer £3 lunch subsidy and reimbursement of travel within London.

#### **Opportunities at our offices include:**

##### **→ Mailing**

Help is needed with the despatch of our newsletter three times a year.

##### **→ Fundraising**

Help is required to research new Trusts and Foundations and to write funding applications. Previous experience is essential but this help could be given from home.

→ **Casework**

Occasional opportunities arise for volunteers in casework. Some experience of information/advice provision is desired although training will be given.

→ **Information / administration work**

Occasional opportunities arise for volunteers in information and general administration. Appropriate IT skills are required.

## **Volunteering from home**

For those unable to come into our office, there are a number of ways to help with the work of Prisoners Abroad.

→ **Penpals**

Our penpal scheme is a vital part of combating the isolation felt by prisoners. Wherever possible, we try to match penpals with similar interests. Our clients range in age from 18 – 70 with the majority in their 30s or 40s. The vast majority, 87%, are male. For more information, contact:

Iris Lee, Direct Services Administrator  
Tel: 020 7561 6820  
Email: [directservices@prisonersabroad.org.uk](mailto:directservices@prisonersabroad.org.uk)

→ **Christmas cards**

Volunteers are required in November and early December to send Christmas cards to prisoners who are especially isolated. For more details, please contact:

Iris Lee, Direct Services Administrator  
Tel: 020 7561 6820  
Email: [directservices@prisonersabroad.org.uk](mailto:directservices@prisonersabroad.org.uk)

→ **Translation**

Volunteers are required to translate documents on behalf of our clients e.g. correspondence from lawyers and prison regulations. Prisoners Abroad does not provide legal translations, i.e. documents which form part of the legal process. Languages commonly required include:

Spanish	French	Italian	Greek
Portuguese	German	Thai	

Volunteer translators are asked to provide proof of linguistic competence. For more information, please contact:

Laura Bevan, Caseworker  
Tel: 020 7561 6820  
Email: [info@prisonersabroad.org.uk](mailto:info@prisonersabroad.org.uk)

## **Prison visiting**

Many people express an interest in visiting a prisoner overseas such as travellers and those who live abroad. Such visits can be beneficial to people in prison but should be conducted with sensitivity. In many countries, prison visits are restricted to family members only. If you wish to visit a British prisoner you are advised to contact the local British consular office. Please see our Prison Visiting Handbook for further details; this can be downloaded from our website or is available on request from our office.

If you require this leaflet in a large print format, please contact us. Our details are below.

**Tel:** 020 7561 6820

+44 20 7561 6820 from outside the UK

**Email:** [info@PrisonersAbroad.org.uk](mailto:info@PrisonersAbroad.org.uk)

**Mail:** Prisoners Abroad, 89-93 Fonthill Road, London  
N4 3JH, United Kingdom