

## VPA-NI donates ‘time’ to Meningitis Trust

Kelly Shaw, Fundraiser for the Meningitis Trust charity in Northern Ireland, was delighted to accept a donation with a difference!

VPA-NI (Virtual Personal Assistant-NI) has recently donated ‘time’ as a way of supporting the important work of the Meningitis Trust in Northern Ireland.

Heather Greig, Director of VPA-NI came up with the idea after hearing of the excellent work carried out by the Trust’s Community Services Nurse, who supports both the individual affected by meningitis and their family, at what is a very difficult time.

Kelly Shaw explains how using the **Virtual Personal Assistant** is working for the Trust; “Having a small team of staff in Northern Ireland can be quite restrictive, and when we needed additional support to make our event run more smoothly, we knew we needed professional support, but didn’t have either the time or the budget to recruit someone for a short-term post. **VPA-NI** was an absolute god-send when they offered to donate ‘time’ to help us with administration at a busy time. This is a truly innovative, flexible approach to having the support you need to ensure you meet your business objectives.”

Kelly also said; “We are hoping that this year will see an increase in the number of people taking part in our exciting challenges and we would urge anyone who has not yet chosen a charity to support, to have a look at our ‘Events’ page at [www.meningitis-trust.org](http://www.meningitis-trust.org)”

**(VPA-NI) Virtual Personal Assistant - NI** provides access to a full range of professional secretarial services without the need for recruitment, overheads or ongoing salary costs. Heather Greig, who has over 20 years experience in providing professional secretarial services within both the business and voluntary sector, said, “**VPA-NI** was created in response to the need for a more flexible and cost effective approach for the

provision of essential office support services and I hope I have helped support the Meningitis Trust in some way by making this unusual, but useful, donation.

Many organisations often need extra secretarial support but don't have the time or budget to recruit and train new staff, for what might be a short-term or one-off project, and **VPA-NI** was created to meet that need," she continued, "A **Virtual Personal Assistant** provides the same range of services as the secretarial staff based in an office, but without the same level of cost."

**VPA-NI** can provide secretarial support on a regular basis, one off project, short-term or long-term assignment, and work is charged on a 'Pay-as-you-need' basis – meaning no lengthy and restrictive contracts!! So whatever the secretarial requirements are you can be assured that **VPA-NI** will be there *'making business life easier'*.

If you would like to support the Meningitis Trust, please go to [www.meningitis-trust.org](http://www.meningitis-trust.org), or contact Kelly Shaw on 0845 1200 663. Further information on any of the services available from VPA-NI can be obtained by calling Heather Greig on 07796 570850 or by visiting [www.vpa-ni.co.uk](http://www.vpa-ni.co.uk)

## **ENDS**

### *Notes to Editors*

1. *For media enquiries for Meningitis Trust, call 0845 1200 663*
2. *For media enquiries for VPA-NI, call Heather Greig on 07796 570850 or email [info@vpa-ni.co.uk](mailto:info@vpa-ni.co.uk)*
3. *Go to [www.meningitis-trust.org](http://www.meningitis-trust.org) for further detailed information on the work of Meningitis Trust*
4. *Go to [www.vpa-ni.co.uk](http://www.vpa-ni.co.uk) for further detailed information on products, services, rates, images, etc. for VPA-NI*

## **About the Meningitis Trust**

As many as 500,000 people living in the UK today have had either viral or bacterial meningitis. And up to 10 million adults in the UK – one adult in every four – knows of someone who has had the disease. The Meningitis Trust, a registered charity, helps and supports everyone struggling to cope with the impact of meningitis through the following free services:

- a 24-hour nurse-led helpline - 0800 028 18 28
- professional counselling
- home visiting
- financial grants to fund special equipment; respite care; therapeutic activities; special training; travel and accommodation costs.

The Meningitis Trust is completely reliant on voluntary donations to continue its work.

### **About meningitis**

Meningitis is life-threatening and affects the membranes surrounding the brain and spinal cord. Meningitis and associated septicaemia (blood poisoning) can kill within hours and can affect anyone at any time. Those most at risk are children under the age of five, teenagers and young adults, and people over 55.

Symptoms commonly include fever with cold hands and feet, vomiting, headache, stiff neck, dislike of bright lights, joint or muscle pain, drowsiness, confusion, and, in babies, a dislike of being handled, pale blotchy skin, an unusual cry and a blank staring expression. Both adults and children may also have a rash that doesn't fade under pressure (a sign of septicaemia). Symptoms may appear in any order and some may not appear at all.

For more information visit the website [www.meningitis-trust.org](http://www.meningitis-trust.org)