

FUNDRAISING OFFICER

Salary: £30,000 Full-time/ part-time options **Contract:** Permanent
Hours: 9am-5pm Monday - Friday
Location: Stevenage, Hertfordshire (hybrid working)
Travel: Some travel may be required **DBS:** May be required
Pension: Yes **Accountable to:** Fundraising Manager

The Role

At the Anne Robson Trust we believe that 'no one deserves to die alone'. Everyone should have support to prepare for the end of life, and the comfort and companionship of another person before they die.

The Anne Robson Trust's work is only possible thanks to the generosity of our supporters. As our Fundraising Officer you will help to support and grow the charity's fundraising efforts.

Our fundraising is currently handled by a single staff member – our Fundraising Manager. Most of our income is from trusts and foundations, but we want to strengthen other income areas to improve our stability.

You will play a key role in helping us attract new supporters, take care of existing donors, explore new fundraising initiatives, and improve our communications with supporters across multiple fundraising streams.

The Charity

Having been set up in 2018 by our founder and CEO Liz Pryor, the charity has the feel and excitement of a "start-up". We are growing rapidly and our team members have ownership of their roles and a significant say in the strategic decisions we make. Our trajectory means there is the opportunity for everyone's roles and responsibilities to grow with the Charity. We are proud of the culture we have created and are looking for enthusiastic, positive and innovative people to join our team.

What you'll be doing...



Working alongside the Fundraising Manager to manage, support and develop imaginative fundraising activities.



Inspiring new supporters to donate and raise money, while maintaining and developing relationships with existing supporters.



Supporting the team at events and help with fundraising admin – research, thanking supporters and helping to maintain the fundraising database and resources.



Working with the Digital Marketing Manager to develop and coordinate digital fundraising including social media.

Further information about this opportunity, the Charity and instructions for how to apply can be found in our Applicant Pack.

This role has been part-funded by:

