

Person specification – Fundraiser	
Essential	Desirable
Qualifications	
<ul style="list-style-type: none"> • Educated to degree level or equivalent (demonstrable, equivalent experience considered) 	<p>Diploma in fundraising, marketing, non-profit management or similar relevant to the role.</p> <p>Project Management, Fundraising or Events Management qualification.</p>
Experience	
<ul style="list-style-type: none"> • Proven track record of meeting ambitious fundraising targets, writing funding applications/reports, project delivery and effective relationship building. • Experience of independently writing varied, successful funding grant applications. • Proven track record of working in Fundraising/Partnership Management/Business Development or a related area. • Significant experience working in a fundraising role within a charity. • Proven ability to build and maintain relationships with key stakeholders • Experience of managing databases and using these to set priorities and timescales for applications and reports. • Experience in monitoring and evaluation of charitable projects and using this information towards fundraising/reporting. • Experience in compiling and organising quantitative and qualitative information on community needs in support of application. • Clear understanding web-based funding application platforms as well other application formats. 	<p>Demonstrable experience of generating community fundraised income in a professional capacity.</p> <p>Experience of managing large and small fundraising events from planning stage through to evaluation.</p> <p>Experience of corporate partnerships in the voluntary sector.</p> <p>Experience in use of Upshot, Salesforce, or similar software packages.</p> <p>Experience of individual giving experience in the voluntary sector.</p> <p>Experience of working with volunteers; delegating tasks, supporting, and motivating.</p>

Skills / knowledge	
<ul style="list-style-type: none"> • Proven leadership skills with a track record of being able to influence and motivate. • Solid understanding of how fundraising initiatives contribute to organisational advancement. • Strong interpersonal skills, and proven ability to develop effective working relationships with a range of organisations, partners, hirers, and funders. • Competent user of IT, including for word processing, spreadsheets, and presentations. • Excellent communication skills, written, verbal, presentational and public speaking. Also able to engage effectively with people at all levels. • Demonstrated ability to inspire colleagues to take ownership of fundraising initiatives, fostering a culture of fundraising enthusiasm and engagement throughout the organisation. 	<p>Knowledge of the monitoring software Upshot, Salesforce, or similar software packages.</p> <p>Knowledge of the local community of Custom House.</p>
Personal attributes	
<ul style="list-style-type: none"> • Ability to build a strong rapport with colleagues, funders, partners, and users. • Highly motivated self-starter, prioritising a demanding workload. • A flexible approach to work, including the willingness to work evenings and weekends as necessary. • Ability to work creatively and innovatively to maximise opportunities to increase income from community fundraising. • Ability to handle confidential and sensitive information appropriately. • Identify strongly with the values of Ascension Community Trust. • Ability to demonstrate a commitment to the principles of equal opportunities and diversity in service delivery and employment. 	