

COMMUNITY FUNDRAISER

ARE YOU LOOKING FOR A NEW CHALLENGE?

This is an exciting opportunity to join our Fundraising Team as a Community Fundraiser where you will be responsible for the relationship management of new and existing donors and supporters across West Sussex, increasing income and raising awareness in line with our Charity's fundraising strategy. You will need to be a motivated and confident communicator and be able to use your fundraising skills to meet our fundraising targets.

If you are interested in a part-time role (up to 18 hours per week) Read on

Key responsibilities of the role will include:

- Manage and deliver a sustainable income stream from Community fundraising to exceed an income budget, in accordance with the Charity's strategic plan.
- Develop, plan, deliver and manage an exciting charity events fundraising programme, creating new local events, running current established events and working actively to promote partnership working to maximise income more effectively.
- Support the recruitment and formation of volunteer fundraising groups, planning the appropriate use of volunteers to support local fundraising with the aim of maximising the funds they raise, gaining more supporters and increasing the volunteer base.
- Organising and delivering a varied range of fundraising activities to a range of audiences, including events and campaigns.
- Proactively looking for opportunities to support and develop local fundraising initiatives.
- Working with the wider team, including our Area Committees, to develop relationships with local businesses and corporate partners.
- Working with colleagues to actively promote a varied range of fundraising streams including regular giving, events, and legacy giving.
- Writing high quality letters, applications and themed mailings to introduce our work and generate income.
- Recruiting, supporting and managing local fundraising volunteers

We are looking for applicants who possess a bright, warm personality and an abundance of enthusiasm. good communication and networking skills and proven experience of fundraising. This role will operate with and around people of all ages and backgrounds, some of whom will be vulnerable. A good knowledge of social media and Microsoft applications is necessary. You must be a car driver with access to a vehicle.

You will receive:

Salary:	£21,000-£23,000 pa (£9,600-11,828 pa dependent on experience)
Hours:	16-18 hours per week
Contract:	12 month contract (extension dependent on availability of funding)
Benefits:	Employee Health Scheme and defined pension contribution scheme

This post could be ongoing subject to availability of funding
For an application pack please contact vacancies@4sight.org.uk