

## Rainbows Hospice for Children and Young People

### Person Specification

#### Corporate Partnership Fundraiser

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"><li>• GCSE's or equivalent</li></ul>	<ul style="list-style-type: none"><li>• IoF Certificate</li><li>• Degree level or evidence of continuous professional development</li></ul>
Experience	<ul style="list-style-type: none"><li>• A good understanding and evidence in fundraising or a field with demonstrable transferable skills and experience</li><li>• proven success in identifying and developing new business prospects</li><li>• Can work collaboratively on proposals and projects</li><li>• Able to prepare and deliver compelling presentations and engaging a wide range of audiences in large groups and face to face individual settings</li><li>• Able to manage income budgets</li><li>• Can work to targets and deadlines</li><li>• Are able to develop, implement and monitor plans</li></ul>	<ul style="list-style-type: none"><li>• Corporate Fundraising experience</li><li>• Experience or knowledge of working in a Children's charity</li><li>• Good understanding of donors/clients' motivators, particularly in the area of corporate social responsibility</li><li>• Experience of or organising fundraising events or other income generating initiatives</li></ul>
Skills and Knowledge	<ul style="list-style-type: none"><li>• Good negotiation skills</li><li>• Ability to build, manage and develop relationships with both individual and company supporters</li><li>• Good networking skills</li><li>• Excellent time management skills</li><li>• Ability to organise and plan own work, identifying conflicting demands and establishing clear priorities in order to meet agreed objectives</li><li>• Highly developed written and verbal communication skills to deliver fundraising pitches, ideas and project updates to a range of audiences in a clear, inspiring and confident way</li></ul>	<ul style="list-style-type: none"><li>• Knowledge of ThankQ Database</li><li>• Numerate with the ability to build and monitor complex budgets</li><li>• Project management skills and knowledge</li></ul>

	<ul style="list-style-type: none"> <li>• Excellent written and verbal communication skills, clarity, tact and the ability to adapt communication to suit audience</li> <li>• Excellent telephone manner</li> <li>• Accuracy, consistency and attention to detail</li> <li>• Good organisational skills and the ability to meet deadlines</li> <li>• Good research skills</li> <li>• Good working knowledge of all Microsoft Office software including Outlook, Internet Explorer, Word and Excel</li> <li>• The ability to work effectively as part of a small team</li> <li>• Administrative and record-keeping skills</li> <li>• Ability to build relationships both within and beyond organisation</li> </ul>	
Other Factors	<ul style="list-style-type: none"> <li>• Committed to the overall aims of Rainbows Hospice for Children and Young People</li> <li>• Fit to undertake the duties of the post</li> <li>• Committed to safe guarding and promoting the welfare of children and young people</li> <li>• Able to work unsocial hours and occasional weekends as required</li> <li>• Ability to commute throughout the East Midlands</li> <li>• Full Driving Licence</li> </ul>	