

Person Specification



Trusts and Grants Fundraiser

	Essential	Desirable
Qualifications / Education	<p>Educated to A Level standard or higher</p> <p>Evidence of continuing professional development and commitment to learning.</p>	<p>Diploma or degree in relevant topic.</p> <p>Relevant qualification</p>
Experience	<p>At least 2 years' successful trust fundraising experience.</p> <p>Developing and writing successful funding bids</p> <p>Working to agreed targets and deadlines through effective time management and prioritisation</p> <p>Managing, collating and reporting data</p> <p>Setting budgets, managing and forecasting.</p>	<p>Working in a Christian environment</p> <p>Lone working</p> <p>Presenting at senior level</p>
Knowledge	<p>Of good fundraising practices.</p> <p>How to research trusts and foundations.</p> <p>To be able to find fundraising opportunities within the charity to develop compelling bids.</p>	<p>Of the Christian faith</p>
Skills	<p>Management and organisation skills</p> <p>Ability to keep clear and accurate records and to present them in an effective way.</p> <p>The ability to produce concise, accurate and appropriate proposals and reports.</p> <p>Data analysis and interpretation</p> <p>Excellent interpersonal and communication skills both written and oral with the maturity and ability to communicate on a one-to-one basis with grant making bodies and trustees.</p> <p>Innovative and creative, able to think strategically and laterally</p> <p>Competent and confident with IT systems - Microsoft Office applications and databases</p>	
Other	<p>Flexible</p> <p>Team player</p> <p>Commitment to the philosophy and values of Linking Lives UK</p>	