



Community Fundraising Officer

Full time: 37.5 hours per week, Monday to Friday

Location: London

The Sick Children's Trust runs "Home from Home" accommodation for families with seriously ill children in hospital. Our fundraising staff play a vital role in raising funds for the charity. Due to career progression we have a fantastic vacancy for anyone wishing to develop their Community and supporter fundraising experience within this varied role.

The Role

You will be a member of a small team responsible for raising income through supporter events, community fundraising and campaigns. You will support approximately 200 supporter events from Galas to Skydives. You will play a key role in delivering our fundraising campaigns: Big Chocolate Tea and Pyjama Party. The role involves considerable contact with supporters with emphasis on the supporter journey. You will work closely with colleagues and notably our PR and Communications team, Regional Fundraising team and Staff in our "Home from Home" houses on fundraising activities.

As part of a small team, you need to turn your hand to all aspects of community fundraising from administration and database work to developing our campaigns and fundraising.

The Candidate

You will be required to work independently at times and therefore previous fundraising experience (preferably community fundraising) is essential.

You have strong interpersonal and communication skills. In particular, you have the ability to gain an instant rapport with supporters and colleagues and experience in building ongoing supporter relationships.

You understand the importance of the supporter journey

Strong organisational, IT and administrative skills are essential.

If you wish to apply for this role please send your CV with a covering letter setting out why you are suitable for the role to Carole Buckton, Human Resources Manager: carole@sickchildrenstrust.org

Closing date: 24 June 2018

Interviews 21 June 2018 with second stage interviews from 26 June 2018

Shortlisted candidates will be contacted within two weeks of the closing date.