



Events and Celebrity Engagement Manager (Temporary – Maternity leave cover)

Full time: 37.5 hours per week

This is a fantastic opportunity to consolidate and broaden your events fundraising experience.

About this Events Role

You will be responsible for The Sick Children's Trust's annual events programme, delivering a series of special events that are strategic, meet annual income targets, raise awareness of the charity and cultivate high level relationships. Our programme includes a range of events: The Supper Club, The Chocolate Ball, Annual Golf Day and our Christmas Carol Service.

You will manage the Senior Events Officer to oversee the development and delivery of our Challenge Events Programme, alongside their portfolio of Special Events.

You will create and implement the strategy for celebrity support, engaging existing and new Ambassadors in events and the wider charity, and providing excellent relationship management.

About You

You have significant experience of managing successful special (fundraising) events.

Your events experience to date demonstrates your ability to plan, budget, project manage, meet deadlines and ensure ROI as well as your knowledge of event marketing.

Your strong interpersonal and communications skills have ensured that you have good working relationships: promoting a collaborative approach with work colleagues and engaging external stakeholders such as major donors and fundraising committee members. You have strong networking skills which are evidenced by the relationships you have developed in your roles to date.

If you are interested in applying for this position, please send your CV and a covering letter stating why you believe you are suitable for this role to Carole Buckton, Human Resources Manager: carole@sickchildrenstrust.org

Closing date: 27 December 2018

Shortlisted candidates will be contacted within 2 weeks of closing date.