

Person Specification: YI Fundraiser

Experience

Essential

- Some experience working or volunteering in charity fundraising
- Basic fundraising skills and understanding of key ingredients of charity fundraising
- Experience with grant applications, budgeting & working to financial targets

Desirable

- Minimum of 3 years' experience working in charity fundraising
- Proven fundraising skills and understanding of key ingredients of success in at least two of the following aspects of fundraising: Donor development, Trusts, Corporate, Major Gifts, Events
- Experience in grant writing, budgeting & working to financial targets
- Experience in developing and implementing organisational fundraising strategy
- Experience in managing staff and/or volunteers
- Communications including newsletters, appeals and online communication
- Events planning & events management
- Experience in developing & delivering fundraising training

Skills and abilities

Essential

- Ability to influence others with excellent oral and written communication skills.
- Excellent organisational skills; planning, prioritising and the proven ability to manage multiple projects.
- Ability to communicate and implement an effective fundraising strategy.
- Excellent interpersonal skills, with the ability to build and maintain good working relationships with youthworkers, donors, community reps and funders
- Ability to envision and motivate staff and volunteers.
- High standard of numeracy and budgeting skills
- High standard of computer competency and literacy
- Understanding of the youthwork sector including faith-based youth work
- Strong self-motivation and the ability to work on personal initiative as well as working effectively as part of a small team

Desirable

- Ability to effectively manage events including team recruitment, communication & logistics
- Knowledge of social media and online tools to raise awareness and increase income
- Knowledge of website & data content management systems, and Google analytics

Personal Attributes and Other Requirements

- A passion for impacting the lives of young people through professional youth work and Christian youth ministry
- A creative, imaginative and entrepreneurial attitude towards fundraising
- A proactive attitude, drive and enthusiasm to carry out projects to conclusion
- Willingness to travel around NI to work with local staff teams
- Can do attitude - offering support to others when needed
- A responsible, mature and flexible approach
- Resilience, particularly when faced with setbacks
- Sensitivity to the needs of volunteers and donors
- Willingness to carry out a range of administrative tasks
- Able and willing to attend occasional events outside of normal hours if required
- The right to work in the UK