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**Person Specification – Community Fundraiser (Maternity Cover)**

**Qualifications**

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| **Essential** | **Desirable** |
| * Minimum of 2 years proven sales and / or fundraising experience
* Driving licence and access to a vehicle
* GCSE Grade C (or equivalent) in Maths and English
 | * Previous experience in a fundraising environment
* Evidence of continuous professional development
* Chartered Institute of Fundraising Qualification
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**Skills for the role**

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| **Essential** | **Desirable** |
| * Thorough knowledge and understanding of Customer Relationship Management (CRM)
* Excellent IT skills, including Word and Excel
* Sound understanding of developing a sales pipeline
* Excellent written and oral communication skills
* Ability to work flexibly within a small team, adapting role to meet changing needs
* Self-motivated and able to show initiative
 | * Understanding of the hospice environment
* Previous experience using Donorflex
* Interest in working with volunteers
* Experience in promoting events via print and digital media
* Experience in using a variety of design packages including Adobe and Canva
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| **Essential** | **Desirable** |
| * Strong time management and prioritisation skills / ability to work under pressure and to tight deadlines
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**Experience / knowledge for the role**

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| **Essential** | **Desirable** |
| * Working with a team environment
 | * An interest in philanthropy
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