

FUNDRAISING LEAD PERSON SPECIFICATION



	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> • Degree or equivalent, or evidence of appropriate experience of working in the charitable/environmental/cultural/heritage sector. 	<ul style="list-style-type: none"> • Professional qualification in fundraising.
Knowledge, skills and abilities	<ul style="list-style-type: none"> • Good organisational skills and able to prioritise a varied workload with both short and long term timescales. • Excellent written communication skills including the ability to proof-read effectively and write clearly and concisely including appropriate text for grant applications. • Excellent verbal communication skills including the ability confidently to make speeches and presentations, and network with influential individuals. • Excellent verbal reasoning skills to make sense of guidance for applicants from a variety of funding sources. • Ability to organise complex information from varied sources to present a succinct and persuasive argument. • Able to proactively identify and act on funding opportunities, build and manage a funding pipeline. • Able to build relationships and work with a diverse range of people. • Able to work as part of a team and on own initiative. • Spreadsheet and database skills. • Knowledge of current practice in charity/environmental/cultural/heritage fundraising and sources of funding. 	<ul style="list-style-type: none"> • Chartered Institute of Fundraising training and/or membership. • Knowledge of and ability to use fundraising customer relationship management systems.

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Experience	<ul style="list-style-type: none"> • Experience of collating information and preparing proposals and reports. • Preparing effective written text for grant applications, marketing, or other publications. • Experience of developing and maintaining partnerships with key stakeholders, funders and partners. • Experience of advocacy, promoting an organisation and its values to range of audiences. • Fundraising from grant giving trusts or statutory sources and/or business sponsors and/or private individuals. Experience of securing grants and gifts in excess of £250,000. • Experience of prospect research and pipeline management. 	<ul style="list-style-type: none"> • Experience of working in the environmental, arts, heritage, health or education sectors.
Special requirements	<ul style="list-style-type: none"> • Enthusiasm for the mission of Northern Roots and a flexible attitude to work. • Commitment to own personal and professional development and to undertake appropriate training and development activities as required. • Commitment to working in accordance with appropriate codes of ethics for fundraising for the charitable sector. • Able to do occasional evening and weekend work for which time in lieu is given. 	

