

The Great North Air Ambulance Service
Person Specification



JOB TITLE: Specialist Fundraiser

DEPARTMENT: Fundraising

	Essential	Desirable
Qualification/Education/ Training	<p>Minimum of 5 GCSE's grade C and above including English and Maths or equivalent</p> <p>Current driving licence (the role will involve business travel)</p> <p>DBS Certificate (The charity will provide this)</p>	<p>Degree qualified or equivalent</p> <p>Fundraising qualification</p>
Personal Characteristics/ Communication	<p>Self-Motivated</p> <p>Ability to work well under pressure</p> <p>Ability to work both as part of a team and on own initiative when working independently</p> <p>Excellent interpersonal skills and ability to communicate with a broad range of people</p> <p>Flexibility to work occasional unsocial hours, including weekends and evenings, and to travel as required</p>	
Skills/Knowledge	<p>Computer literate. Experience of using Microsoft Office particularly Word, PowerPoint and Excel</p> <p>Strong customer service skills</p> <p>Able to promote the charity face to face and using telephone and email</p> <p>Presentation skills and a confident public speaker</p> <p>Strong organisation skills and a proven ability to meet deadlines whilst maintaining attention to detail</p> <p>Ability to analyse data</p> <p>Understanding of customer/donor retention</p>	<p>Knowledge of the legal framework applicable to charity fundraising</p>
Experience	<p>A minimum of 2 years' experience in a charity/corporate/business development role</p> <p>Experience of using a CRM system</p>	<p>Sales experience</p>