

**Person Specification**

**Trust and Statutory Fundraising Lead**

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| **Criteria** | **E- Essential**  **D - Desirable** | **Assessment** | | |
| AF | I | T |
| QUALIFICATIONS  • Educated to degree level or equivalent experience | E | √ |  |  |
| KNOWLEDGE, SKILLS, EXPERIENCE  • Minimum 2 years’ experience of writing funding applications  • Proven ability to develop high quality, complex bids and established track record of success  • Experience of prospect research  Excellent organisation skills and high performing under pressure  • Experience of using Harlequin CRM | E  E  E  E  D | √  √  √  √  √ | √  √  √  √  √ | √  √  √ |
| BEHAVIOURS AND PERSONAL ATTRIBUTES  • Exceptional interpersonal and networking skills with proven ability to develop long term relationships  • Strong negotiating and influencing skills  • Highly proficient communicator  • Flexible and adaptable approach to work  • Builds open and supportive relationships | E  E  E  E  E | √  √  √  √  √ | √  √  √  √  √ |  |
| SPECIAL REQUIREMENTS  • Member of Institute of Fundraising  • Experience of working in the housing or homelessness sector | D  D | √  √ |  |  |