

The **halow project** is dedicated to creating opportunities and supporting young people aged 16-35 with a learning disability so that they are able to live independent, meaningful lives and become more involved in their local community.

**Job Role: Fundraising Officer**

**Hours: 37.5 hours per week**

**Hourly Rate: Starting salary of £20,000.00 per to £23,000 annum depending on experience**

**Location: Guildford, Surrey**

This is great time to join a young, vibrant and growing organisation that is putting young people with a learning disability in the driving seat. This is a new and exciting role and for the right candidate would provide the opportunity to develop and deliver a communications and marketing strategy that will help us to achieve our ambitious objectives over the next five years. We are passionate about making a difference for young people that have a learning disability, if you have the ambition, the skills required, passion and drive to make a difference please read on to see if this role is for you.

You must have a can do positive attitude, be a people person and a great organiser with a passion for admin to assist us with all forms of fundraising and assist the Fundraising Manager . persuasive writer and capable of using a wide range of marketing platforms to ensure that the fundraising team can optimise income generation. Ideally with some experience of fundraising you will understand the donor journey and how good communications can deliver lifelong donors and maintain good our donor and support relationships.

You will be confident with working on both internal and external communications and marketing, and able to work with a varied range of individuals, from external designers, , third party supporters, major donors, staff, volunteers and our beneficiaries.

Proactive and keen for improvement, this role will allow the post holder to shape our Fundraising administration, website and database as well as materials and content

You will work closely with a small team to always protect and enhance the reputation of **halow**.

We are seeking an exceptional candidate to be part of our growing and outward looking team that is passionate about growing **halow** over the next 5 years and beyond. If this sounds like the place you could thrive then please read the attached job description and submit your application now.

**What we offer:-**

- **halow** is committed to equal opportunities and values diversity in its workforce.
- Fully paid induction and training.
- Workplace pension; entry requirements as per the government regulations.
- Employee assistance programme.
- Other benefits available upon completion of a successful probation period.

**Closing date for applications: Friday 12<sup>th</sup> July 2019 at 5pm**

**Please note we will be interviewing throughout the advertising period so do not delay your application.**

**TO APPLY AND FOR MORE INFORMATION:**

**If you would like to find out more about this position and to apply, please click the button to be directed to our website to download the information pack and application form.**

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Successful applications are subject to an enhanced DBS (formally CRB) disclosure.

No agencies please.