



Recruiting	Business Development/Fundraising officer (job-share applicants are welcome)
Salary	£30K per annum, or pro-rata as a job-share
Location	Tilbury – Thurrock (Essex)
Hours	35 hours per week (17.5hrs per person as a job-share)
Submission	Sunday 26 November 2023 at 23:59pm

Interviews will be held on: Friday 8 December 2023

Do you want to be part of something special? Join the multi-award winning **One Community Development Trust** based in an economic growth hub area of Thurrock. We are looking for talented, creative and business-savvy individuals that are passionate about making impact. You'll be the driving force behind our vision, and mission to inspire prosperity for all, creating a thriving community where people are proud to live and work. If you think you have what it takes to turn dreams into reality, then together, we can change and transform lives!

Join our diverse team in this **newly created role** that we consider an amazing opportunity. You could be one exceptional, or two motivated and dynamic individuals who will play a crucial role in creating exciting partnerships, establishing and expanding relationships with corporate partners, donors, grant-making Trusts and Foundations. Additionally, you will also lead the way in creating, and implementing innovative income generating initiatives.

REQUIRED EXPERIENCE AND SKILLS

You will secure *unrestricted* income to drive our strategic plan of **Building the New Different** for the next 3 years. You will have proven experience in business development, fundraising, or bid-writing, preferably within the charity, or not for profit sector. However, relevant experience with track record will be considered.

- ✚ You will work closely with our Finance Manager, and Digital/Data Governance Manager, with a team of dedicated volunteers to achieve **set targeted financial goals** to increase our reserves.

REQUIRED EXPERIENCE AND SKILLS CONTINUED

- + You must be highly organised, with exceptional time management and project management skills to meet stringent deadlines.**
- + You must be able to work both independently and collaboratively within a diverse team to achieve organisational objectives.**
- + You will be passionate about our mission and committed to ethical conduct and confidentiality in handling sensitive donor information**
- + You will have demonstrated ability in planning and executing successful fundraising campaigns and events to generate income.**

For the right candidate, or two job-share candidates who demonstrate willingness and potential, we are committed to providing mentoring and training as part of our investment in their professional development and growth. We will also support the process of working towards the Fundraising code of practice as a set of standards.

One Community is committed to diverse and inclusive recruitment practices that ensure equal opportunity for everyone, regardless of race, sexual orientation, mental or physical disability, age, or gender. We encourage applications from all backgrounds and will gladly make reasonable adjustments to ensure fairness and equity in our recruitment process and work environment.

Please email your tailored CV and a covering letter as your application to hr@onecommunity.org.uk for the attention of Ewa Zbikowska

Talk to Ewa on 01375 768233 about the role before emailing your application

Please note that only shortlisted candidates will be contacted by email for interview



Funded By



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Company No. 06823436
Charity No. 1130253**