

Careers



Fundraiser (one-year maternity cover)

Full-time, based in Manchester

We are looking for a committed and reliable individual to work collaboratively to raise money for one of the community's most high-profile and respected organisations. We cover the entire UK and are strongly orientated towards major donors, though this role is focussed in the North.

You will play a vital role in helping to deliver the organisation's fundraising and awareness strategy, working closely with key internal colleagues to help raise the profile of CST within the community, with the aim of recruiting more volunteers into the organisation and increasing the overall level of donations.

You will be a hardworking and self-motivated individual, with a flexible, "can do" attitude to your work, able to work effectively under pressure.

Duties include:

- To organise and administer a series of fundraising and awareness-raising events throughout the year
- To co-ordinate the current campaign to raise the profile of CST and thereby broaden our engagement with the local community
- To contribute to increasing the level of donations in Manchester and Northern Regions of the UK
- To organise and administer campaigns and events in other northern centres e.g. Birmingham, Leeds, Newcastle, Glasgow and Liverpool

The ideal candidate should have:

- Relevant work experience in a commercial marketing or charitable organisation
- Strong administrative skills with the ability to prioritise workload and focus on details
- Excellent written and oral communication skills
- High level of numeracy and IT competence
- Experience of developing excellent working relationships
- Results orientated with a positive outlook
- Ability to quickly grasp ideas in line with strategic objectives and see them through to completion
- A working knowledge of the UK Jewish Community, its institutions and culture

Applicants are invited to submit their CV together with covering letter to careers@cst.org.uk, writing '**Manchester fundraiser**' in the subject heading.

Closing date for applications: **31 March 2020** but may close earlier if a suitable candidate is found.