



BELVOIR CRICKET & COUNTRYSIDE TRUST

**Belvoir Cricket & Countryside Trust**  
**Capital Campaign Fundraising Manager**

Overview

The Belvoir Cricket & Countryside Trust is looking to work with a positive, energetic person who can help us achieve our visionary fundraising goal to build a new cricket pavilion and indoor cricket center at the Knipton Cricket Ground, NG32 1RE.

The role will report to the CEO for a fixed term of 1 year, based on 25 hours per week predominantly based at our office at Belvoir Castle, Grantham, NG32 1PE.

Some flexibility with working hours will be required to meet the demands of the role.

The role is specific to the fundraising required for the new build project.

Role Specifics

- Identify, research and apply for appropriate funding streams from Trusts and Foundations
- Create a campaign strategy in conjunction with the CEO
- Draft and test the Case for Support for the campaign through a feasibility study period
- Create a donor stewardship plan - set up meetings, record privacy wishes, Gift Aid, and donation details ensuring we work within the Fundraising Code of Practice and GDPR
- Create, and fulfil digital and hard copy campaign communications including an information pack for Trustees and the CEO to make 'the ask'
- Manage BCCT's social media
- Maximise the opportunities from the current BCCT database and manage the new CRM
- Source and facilitate face-to-face meetings with potential donors
- Manage all aspects of campaign events

## Skills Required

- Experience of successful grant fundraising
- Experience of successfully asking major donors and potential donors for donations
- Experience of campaign planning and strategy
- Excellent empathetic communication skills
- Experience of all roles within a small fundraising team
- Successful fundraising event management skills
- Good level of IT, database and digital communications skills

## **How to apply**

To apply, please send a detailed covering letter (no more than one page) CV and relevant references which will be followed up on, to Darren Bicknell, Chief Executive, Belvoir Cricket & Countryside Trust, c/o Belvoir Castle, Grantham, Lincolnshire, NG32 1PE.

The covering letter should clearly outline the following:

- How you are suitable for the role using the role specification and skills highlighted in the job description
- Your motivation to work for the charity
- Your current notice period

Applications that do not follow this guidance will not be progressed.

Please submit your CV and covering letter at your earliest convenience if you are suitable for the position.

Due to the large number of applications we may receive, we are only able to inform shortlisted candidates of the outcome of their application. If you do not hear from us within two weeks of the closing date, please assume that you have been unsuccessful on this occasion.

**Closing date:** Friday 9<sup>th</sup> March 2018

***\*This vacancy may close earlier if we receive enough applications, therefore we encourage all applicants to apply immediately***

Job Types: Part time, self employed

Salary: £17,500 for the year