



SELECTION CRITERIA

POST: Philanthropy Lead
DEPARTMENT: Fundraising Department

	Essential Criteria	Desirable Criteria	How & When
Education / Qualification	Educated to degree level or equivalent	Project Management qualification eg PRINCE 2 Member of the Institute of Fundraising	Application Form Certificates
Skills / Abilities	<p>A self-starter who can work on their own initiative.</p> <p>Presentation skills.</p> <p>Ability to undertake strategic planning.</p> <p>Strong influencing ability and gravitas for internal and external engagement.</p> <p>Ability to plan and monitor progress, and to ensure services and projects are delivered on time and in line with agreed standards.</p> <p>Strong leadership skills to motivate and guide staff.</p> <p>Strong analytical and numerical skills.</p> <p>Ability to understand and analyse budgets and financial information thoroughly.</p> <p>Excellent communications and interpersonal skills.</p> <p>The ability to prioritise effectively and simultaneously manage multiple deadlines.</p> <p>Ability to communicate clearly, effectively and concisely both verbally and in writing.</p> <p>Spelling and grammar must be of a very high standard.</p>	<p>Political awareness and diplomacy</p> <p>Editing, proof-reading and report formatting skills.</p>	<p>Application Form</p> <p>Assessment Centre</p>
Experience	<p>Philanthropy management experience.</p> <p>Good knowledge of donor management and financial processes.</p> <p>Proven track record of personally securing five and six figure gifts.</p> <p>Experience of writing for bids</p>	<p>Marketing research experience and/or qualification.</p>	<p>Application Form</p> <p>Assessment Centre</p>

	and trusts and able to demonstrate the success of such submissions. Demonstrable experience of proactively building positive working relationships with internal and external contacts. Demonstrable experience in a fundraising and/or commercial role, preferably in an income generating role.		
Knowledge	A thorough understanding of tax efficiencies relating to significant donations. A good understanding of the Major Donor fundraising market and trends. Knowledge of and the ability to use relevant information sources to conduct research.	Knowledge of Raiser's Edge or similar CRM database. Familiar with Institute of Fundraising codes of practice.	Application Form Assessment Centre
Motivation and personal attributes	Able to contribute towards LOROS' values and behaviours. Enthusiastic and proactive. Excellent written and verbal communication. Confident and positive. Tactful and diplomatic. Thorough and Resourceful. Ability to multi-task and juggle competing demands. Team player. Enjoys working with a diverse range of people. Quality and attention to detail. Results driven Self-motivated. Approachable and empathic. Personable. Flexible.		Assessment Centre