



SELECTION CRITERIA

POST: Corporate Partnerships Officer (Partnerships)
DEPARTMENT: Fundraising Department

	Essential Criteria	Desirable Criteria	How & When
Education / Qualification	GCSE grade C or above or equivalent in Maths and English Full UK driving license and access to a vehicle	Certificate or Diploma in Fundraising or equivalent	Application Form Certificates
Skills / Abilities	Excellent communication skills; both written and oral, including presentation and feedback skills An excellent telephone manner Relationship building and stewardship skills A self-starter who can work on their own initiative Excellent organisational and prioritisation skills Negotiation and influencing skills Confidence in dealing with people and organisations	Database management and manipulation	Presentation Interview Application Form Assessment Centre
Experience	Experience of sales or B2B relationships Experience of corporate fundraising methods/strategies Proven track record of achievement against targets/budgets Proven success in identifying and developing new business prospects Experience of budgeting and reporting Experience of writing inspirational and effective proposals, pitches or bids	Member CIOF or equivalent professional body Experience in Corporate Fundraising for a charitable organisation	Application Form Assessment Centre References

LOROS

Hospice Care for Leicester(shire) & Rutland

Knowledge	Proficient in Microsoft office packages including Word, Excel, PowerPoint and Outlook Knowledge of CSR strategies Knowledge of local companies and organisations, including LOROS' existing partnerships Knowledge of the Fundraising Code of Practice	Knowledge of LOROS and the wider Hospice sector Knowledge of Raisers Edge or other CRM system Current LOROS Fundraising Initiatives including Legacy Giving	Application Form Assessment Centre
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