



## About Zarach

Zarach is a charity committed to helping children and families who are living in poverty crisis. We are active in schools and in the community. We see the problems that poverty causes every day, we understand that more should be done to help and we have the skills, passion and drive to make an immediate and real difference.

Energy-Giving	Equal Opportunities to Succeed	Education Makes the Difference	Excellence
<b>We deliver beds and basics to children in poverty, to help families in crisis rise up from surviving to thriving so children can Eat, Sleep and Learn.</b>			
<b>Partnering with Schools to give Every Head a Bed. Supporting Families to make Every House a Home.</b>			

### **This Opportunity: Fundraising & Engagement Lead**

Due to significant growth, we're looking for someone to join our team who is **experienced in corporate relationship management, community engagement and fundraising** to ensure the maintenance and development of key Zarach partnerships.

## Job Description: Fundraising & Engagement Lead

<b>Details</b>	<p>Job Title: Fundraising &amp; Engagement Lead</p> <p>Location: Leeds/Home-based (<i>Regular travel within West Yorkshire is required</i>)</p> <p>Salary: £25,165 pro-rata (£15,099 actual)</p> <p>Compensation: Salaried</p> <p>Hours: 22.5 hrs per week</p> <p>Reports to: Charity Manager</p> <p>Contact telephone: 0300 102 0115</p> <p>Contact email address: <a href="mailto:kieran@zarach.org">kieran@zarach.org</a></p> <p><i>Zarach offers flexible working hours though some evening and weekend work may be required.</i></p> <p><i>In addition to their role responsibilities, all Zarach staff are expected to join the support workers once a month to deliver beds or food parcels to our Zarach families.</i></p>
<b>Priorities</b>	<ol style="list-style-type: none"><li><b>1. Manage Corporate Relationships</b> Be the main point of contact for all Corporate Relationships; communicating in a professional manner and negotiating appropriate opportunities for involvement.</li><li><b>2. Develop New Corporate Relationships</b> Respond promptly to all corporate enquiries. Highlight potential high-value relationships and opportunities.</li><li><b>3. Donor Experience</b> Work with the wider team to ensure appropriate acknowledgement, regular communication, and 'next-step' opportunities for our partners and donors using appropriate tools (e.g. CRM).</li><li><b>4. Fundraising Events</b> Celebrate and support those that wish to fundraise for Zarach. Develop and promote our Fundraising Pack.</li><li><b>5. Community Engagement</b> Support local community groups to understand and support our work. Ensure a Zarach presence at key exhibitions and events.</li></ol>

## Person Specification: Fundraising & Engagement Lead

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>● Qualified to GCSE level</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>● Experience working in the voluntary and community sector</li> <li>● Experience of managing external partnerships in a fundraising environment is desirable</li> <li>● Track record of securing income or support from businesses is desirable</li> <li>● Experience of events management is desirable</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>● Excellent people skills</li> <li>● Excellent organisation and time management skills</li> <li>● Excellent written and verbal communication skills</li> <li>● Ability to present to a group</li> <li>● Ability to confidently use online CRM/databases</li> <li>● Ability to prioritise and multitask efficiently</li> <li>● Ability to keep accurate records</li> <li>● Ability to work as part of a team</li> <li>● Discretion and an understanding of confidentiality issues</li> </ul>
<b>Motivation / Outlook</b>	<ul style="list-style-type: none"> <li>● Results driven, with a track record in achieving and exceeding fundraising targets</li> <li>● A proactive attitude with strong negotiating and communication skills.</li> <li>● Be committed to the mission of Zarach to end child bed poverty</li> <li>● Committed to seeing people thrive (including the Zarach team!)</li> </ul>