

JOB DESCRIPTION: PART TIME FIELD FUNDRAISER

Job Title: Field Fundraiser

Location: Based at Wetheral, Cumbria and visiting various locations in the communities across Cumbria

Position Type: Part-time – 3 Days per week

About Us: Oak Tree Animals' Charity is dedicated to improving the lives of animals through rescue, rehabilitation, and advocacy. We rely on the generosity of our supporters and partners to fund our programs and ensure every animal receives the care it deserves.

Job Summary:

We are seeking a passionate and motivated Field Fundraiser to join our team. The ideal candidate will help us raise vital funds through community engagement, events, and direct outreach.

This role is crucial to furthering our mission of providing care and shelter to animals in need.

Key Responsibilities:

Actively engage with community members to cultivate relationships and drive fundraising efforts through face-to-face interactions.

Organise and participate in fundraising events, outreach campaigns, and awareness activities to promote the charity's mission.

Identify and approach potential donors, sponsors, and partners within the community.

Maintain a database of collection tins and collect and replace them on a regular basis, developing donor relationships with individuals and businesses.

Refer major Corporate enquiries to line manager, book in meetings, and brief on potential outputs.

Maintain accurate records of interactions and contributions in the fundraising database (ETapestry)

Provide exceptional donor care by acknowledging contributions, offering updates on our work, and keeping donors informed and engaged.

Report on fundraising progress, challenges, and strategies to management regularly.

Qualifications:

Passion for animal welfare and a strong understanding of the issues facing animals in our community.

Previous experience in fundraising, sales, or customer service preferred.

Excellent communication and interpersonal skills, with the ability to engage diverse audiences.

Self-motivated with strong organizational skills and the ability to prioritize tasks effectively.

Comfortable working outdoors and in various community settings.

Ability to work flexible hours, including evenings and weekends if/when required.

Experience using social media platforms is a plus.

What We Offer:

A supportive and passionate work environment.

Competitive salary

Opportunities for professional development and training.

The chance to make a meaningful impact in the lives of animals and the community.

How to Apply:

If you are ready to help make a difference for animals in need and are excited about engaging with the community, please submit your resume and a cover letter detailing your relevant experience and why you are passionate about this role to debbiew@oaktreeanimals.org.uk.

Oak Tree Animals' Charity is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.