**Fundraising Officer – Person Specification**

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| **Attributes** | **Essential** | **Desirable** | **How Identified** |
| Education and Training | Degree level education in a related field | Evidence of commitment to continuing professional developmentScience communications | InterviewCVApplication Form |
| Relevant Experience | Experience with fundraising and relationship managementMin. 2 years in a similar role | Grant writing experience Experience with CRMs, (Raisers Edge an advantage)  | InterviewCVApplication Form |
| Special Knowledge and Skills | Excellent verbal and written communication skillsGood listenerEffective organisational and forward planning skillsGood working knowledge of Microsoft OfficeAttention to detail | Fundraising experienceDonor journey planningImpact reportingKnowledge of marine conservation Budget management | InterviewCVApplication Form |
| Personal Qualities | Able to establish a rapport quickly with a wide variety of peopleSelf-motivatedResilient | Passionate about marine conservation.Optimistic for the future of the environment | InterviewCVApplication Form |