**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 development  Science communications | Interview  CV  Application Form |
| Relevant Experience | Experience with fundraising and relationship management  Min. 2 years in a similar role | Grant writing experience Experience with CRMs, (Raisers Edge an advantage) | Interview  CV  Application Form |
| Special Knowledge and Skills | Excellent verbal and written communication skills  Good listener  Effective organisational and forward planning skills  Good working knowledge of Microsoft Office  Attention to detail | Fundraising experience Donor journey planning  Impact reporting  Knowledge of marine conservation  Budget management | Interview  CV  Application Form |
| Personal Qualities | Able to establish a rapport quickly with a wide variety of people  Self-motivated  Resilient | Passionate about marine conservation.  Optimistic for the future of the environment | Interview  CV  Application Form |