



Job Title: Part-Time Fundraiser

Organisation: Donnington Doorstep Family Centre

Location: Oxford

Position Type: Part-Time (15 hours per week)

Salary: £27515.00 pro rata

About Us: Donnington Doorstep is a community-driven organization dedicated to supporting families, children and young people in Oxford. Our centre provides a nurturing and inclusive environment where families can access a range of services, resources, and support tailored to their needs. We are passionate about creating positive change and strengthening the bonds within our community.

Position Overview: We are seeking a dynamic and motivated individual to join our team as a Part-Time Fundraiser. As a crucial member of our organization, you will play a key role in securing financial resources to sustain and enhance the services we offer to families in need.

Key Responsibilities:

1. Develop and implement fundraising strategies to support the financial goals of Donnington Doorstep
2. Cultivate relationships with individual donors, local businesses, and community partners to secure financial support.
3. Organize and execute fundraising events, campaigns, and initiatives to engage the community.
4. Create compelling and effective fundraising materials, including grant applications, donor letters, and promotional content.
5. Utilize social media and other digital platforms to promote fundraising efforts and engage with supporters.
6. Collaborate with the Family Centre team to identify funding needs and opportunities.
7. Maintain accurate records of donors, contributions, and fundraising activities.
8. Provide regular updates and reports on fundraising progress to the Family Centre leadership.

Qualifications:

- Previous experience in fundraising or a related field is preferred.
- Strong interpersonal and communication skills.



- Ability to build and maintain positive relationships with donors and stakeholders.
- Excellent organizational and project management skills.
- Self-motivated with the ability to work independently and collaboratively.
- Passion for community service and a genuine interest in supporting families.

Working Hours: This is a part-time position with a commitment of 15 hours per week.

How to Apply: Interested candidates should submit a cv and cover letter outlining their relevant experience and explaining their motivation to contribute to the mission of Donnington Doorstep. Please email your application to recruitment@donnington-doorstep.org.uk with the subject line "Part-Time Fundraiser Application".

Application Deadline: The deadline for applications is Thursday 1st February. Early applications are encouraged.

Donnington Doorstep is an equal opportunity employer and values diversity in its workforce. We encourage applications from all qualified individuals, including individuals from underrepresented groups.