**FUNDRAISER **

Salary: Pay Scale £20,202 per annum pro rata

Hours: Part-time (16 hours per week 4 mornings pw)

Location: Melksham, Wiltshire

Reporting to: Chief Executive

Responsible for: Fundraising for the charity

Contract type: Permanent, subject to 6 month probationary period

**Role Summary:**

Wiltshire Mind is a local mental health charity providing support to anyone in Wiltshire facing mental health issues. We are not funded by National Mind and are not financially supported in Wiltshire by the statutory authorities, this means we need to raise every penny to continue our much needed work.

We are currently seeking a highly motivated Fundraiser who will work to gain new funding for the charity and will maintain good relationships with our current funders. We are looking for someone with fundraising experience, good admin skills, attention to detail, local knowledge/knowledge of funders and creativity. You must be confident and able to network effectively.

The successful candidate will need to demonstrate high levels of professionalism. Close liaison with the Chief Executive will be an integral part of the work.

Initial hours will be 16 hours per week, but there is scope for additional hours. This role will involve some travel and out of hours work.

For full details see www.wiltshiremind.co.uk

**CLOSING DATE: Friday 29 June 2018**

**How to apply:** Please send a CV together with a covering letter by email or post to:

Carolyn Beale, Wiltshire Mind, Part 1st Floor, 2nd Floor, 21-23 High Street, Melksham SN12 6JY.

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