

Person Specification



Job Title: Lottery Fundraiser

Department: Fundraising

Location: Remote in Coventry & Warwickshire

Responsible to: Lottery & Commercial Operations Manager

Attributes	Essential	Desirable
Educational / Professional Qualifications	Basic school education	
Previous Experience	Customer service / sales Interacting with members of the public face to face or via telephone	Door to door sales Sales experience in retail outlets Fundraising experience Previous face to face sales experience Track record of high performance in a similar environment
Skills and Attributes	Good oral and written communication skills Well organised Able to manage a very busy workload Able to interact confidently with a diverse range of audiences Flexibility	Proficient in Microsoft Office including Excel

	<p>Ability to work independently and as part of a team</p> <p>Creative</p> <p>Basic IT skills</p> <p>Resilient</p> <p>Self-motivated</p> <p>Passion for the cause</p> <p>Ability to create and maintain high performance</p>	
Other	<p>Full clean UK driving licence and a vehicle for work</p> <p>The right to work in the UK</p>	