



## **Fundraising and Marketing Coordinator** **£24,000 per annum**

Lambourne End Centre are looking to recruit a Fundraising and Marketing Coordinator. The post holder will be responsible for raising revenue and capital funds primarily from trusts, companies and through organising fundraising events to support the work of the Centre. They will also be required to promote the Centre to potential funders, user groups and the public. Candidates will need to demonstrate that they can think creatively, use initiative and work productively with colleagues. They need to have excellent written and verbal communication skills and the ability to enthuse others.

This exciting opportunity will ideally suit someone at the early stages of their career in charity fundraising.

The post will be based on a 35 hour week, but will involve flexible working including occasional evenings and weekends.

Due to the nature of the work the post will be subject to an enhanced CRB check.

Lambourne End Centre is a fantastic 54 acre site in south west Essex full of opportunity. The Centre boasts residential accommodation and training facilities, outdoor adventure activities, and a working farm with dedicated environmental areas. These are used to generate a wide range of programmes which promote and deliver personal development and training opportunities for young people, especially those at risk or with problems in traditional mainstream educational environments. All the programmes are designed to encourage team building, problem solving and communication skills, as well as build confidence.

**To apply for this post, please download an application pack from the website – [www.lambourne-end.org.uk/join-our-team](http://www.lambourne-end.org.uk/join-our-team) - please note that CVs will not be accepted in application for this position.** The closing date for applications is Monday 26<sup>th</sup> April 2021 at 5pm, and interviews for shortlisted candidates will be held on Wednesday 5<sup>th</sup> May 2021.

For more information about the Centre and the activities it runs please see our website [www.lambourne-end.org.uk](http://www.lambourne-end.org.uk) or phone 020 8500 3047.