

## Who we are looking for

COCO is looking for an experienced, highly enthusiastic fundraising manager to enhance our fundraising through unique and innovative events, challenges and partnerships.

You must be confident, considerate, empathetic, self-motivated, enthusiastic, intuitive, flexible and have an affinity with COCO's values. You will have an eye for detail, excellent communication skills and be highly emotionally intelligent with the ability to work with and establish systems and processes for effective and efficient management of highly successful events. You will need to possess excellent organisational and time management skills and the ability to use your own initiative. You will communicate effectively with all people at all levels and have a positive approach to customer service.

You will have a minimum of 5 years' experience in a fundraising environment, a full driver's licence and access to a car. An interest in running and taking part in overseas challenges such as treks and cycle events would be advantageous.

## What we do

COCO (Comrades of Children Overseas) is an international children's charity, based in Newcastle upon Tyne. COCO works with rural communities in East Africa to provide children with access to the education that is essential for a good start in life. COCO was founded by Steve Cram CBE and British Army Major Jim Panton in 2000. Since then, the charity has raised over £5 million to fund small, sustainable, community led initiatives. Together with our partners, COCO has undertaken 66 transformational programmes in 16 countries, positively impacting the lives of over 200,000 people.

## What's in it for you

Looking after people is part of our culture at COCO, as a small team you will benefit from heightened autonomy and the opportunity to network across all levels of the organisation to meet people from all sectors. At COCO we actively encourage participation in challenge events both in the UK and overseas. These challenges will be a huge part of your remit and you will have the opportunity to take part and lead them to encourage supporters to join you. You will also benefit from a pension scheme, day off on your birthday, personal development and job satisfaction.

## When we need you

- This position would ideally start in February 2022 (depending on notice periods).
- The closing date is **12 noon Friday 28<sup>th</sup> January 2022**
- Interviews will be held on **Wednesday 2nd February 2022**
- This position is a full-time position with flexible hours.

## How to apply

Please read the job description and submit a cover letter to our CEO, Lucy Philipson (stating your current salary), your CV and answers to the 3 questions below in whatever format you feel most suitable to [lucy@coco.org.uk](mailto:lucy@coco.org.uk) with the subject; Fundraising Manager.

- 1) Why do you want to work for COCO?
- 2) What do you have to offer?
- 3) How do you fit with our values?

You are encouraged to contact the CEO if you have any queries about the role, prior to applying.