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## APPLICATION FORM FOR PHILANTHROPY AND PARTNERSHIPS OFFICER

To submit your application – please read the instructions at the end of this document.

Please note: Reprieve does not ask for some specific details (for example the university/school you attended) to promote a fair recruitment process. Please read all questions carefully, and only provide the information asked for.

|  |  |
| --- | --- |
| **Name:** |  |

## Employment or volunteering history – in chronological order with the most recent first.

|  |  |  |
| --- | --- | --- |
| **Dates to and from** | **Employer / Organisation** | **Job title and main duties/responsibilities** |
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**HOW YOU FULFIL THE KEY CRITERIA**

**Please answer each section with no more than 100 words.**

**Please give examples on how you think you satisfy**

**each of the ESSENTIAL CRITERIA below in turn:**

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| --- |
| * Solid fundraising experience, with proven experience in identifying, cultivating and soliciting gifts from Major Donors, or corporate partners, ideally both |
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| * Experience in coordinating a range of high-quality events, with strong organisation and logistical abilities |
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| * Excellent written and verbal communication skills, with the ability to craft compelling proposals, donor communications and event materials. |
|  |
| * Excellent coordination skills – working across teams to gather information for applications, reports and updates, and facilitate effective donor stewardship |
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| * Ability to work independently, be self-sufficient and problem solve |
|  |

**DESIRABLE CRITERIA**

Please say if and how you meet any of the desirable criteria below (in no more than 300 words), giving examples where possible, including any transferable skills relevant to the post you are applying for.

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|  |

**If a qualification is required for a role, it is Reprieve’s policy to verify the qualifications of the successful applicant. You may be asked for your consent for these checks at a later stage in the process.**

## STATEMENT IN SUPPORT OF APPLICATION

Please provide any further, relevant information in support of your application (maximum 500 words)

***TO COMPLETE YOUR APPLICATION:***

[UPLOAD YOUR COMPLETED APPLICATION FORM](https://hr.breathehr.com/recruitment/vacancies/40392)

and

[COMPLETE THE PERSONAL DETAILS FORM](https://forms.office.com/Pages/ResponsePage.aspx?id=SiEYlqvcU0ai84T7gpZ5vmsOmcenVCxEqywN7VcKuF1UQlVRTTAwM0YySkNPMTdVOVVGRVVWV08yUS4u)

All applications must be received by 23:59 BST on 5 May 2025.

Please note that cover letters, CVs and other documents cannot be considered for this role and should not be submitted.