

HINCKLEY CHRISTIAN COMMUNITY ACTION
Hinckley Christians serving our community
incorporating Hinckley Area foodbank



Assistant Foodbank Manager / Fundraiser

Hinckley Christian Community Action, the Charity running Hinckley Area foodbank, is delighted to be offering the post of **Assistant Foodbank Manager/Fundraiser**.

We are looking for an enthusiastic person to play a leading role in supporting the Foodbank Manager with day to day running of the Foodbank as Assistant Foodbank Manager, including:-

- Fulfilling some speaking engagements at schools, churches, and organisations.
- Occasional assistance with staffing and supervision during Foodbank Centre sessions.
- Assisting the Foodbank Manager with Volunteer Training sessions and Agency Forums.
- Assisting the Foodbank Manager and Admin Manager with holiday cover and when necessary, with the day to day running of the foodbank.
- Assisting the Foodbank Manager in ensuring the project maintains the Christian ethos of the Foodbank and of the governing charity.

They will have a flair for raising funds for projects and/or charities, who will take on the role of obtaining Grant funding, corporate donations, as well as organising and encouraging fundraising & sponsored events. They will be raising vital funds to ensure the sustainability and continued growth of the Foodbank, and their work will include:-

- Speaking with companies and organisations to raise financial and other support.
- Making targeted Grant Applications, and providing all feedback required.
- Organising fundraising activities and liaising with volunteers running sponsored events.

There is an Occupational Requirement for the successful candidate to have an active Christian Faith, and commitment to the Christian Ethos of the Charity and foodbank.

The successful candidate will need to demonstrate:

- Excellent verbal and written communication and interpersonal skills.
- Ability to give presentations and communicate to large groups.
- Willing to lead in prayer at Management meetings; and to pray with Clients and/or volunteers in a pastoral role where appropriate.
- Experience of managing staff / volunteers, and ideally of running community projects.

HCCA office, Barleyfield, Hinckley, Leics. LE10 1YE

T - 01455 697390

E – info@hinckleyarea.foodbank.org.uk

W – hinckleyarea.foodbank.org.uk

HCCA - Registered Charity – No 1154754 (England & Wales)

Closing date for applications Friday 7 June 2024

Interview date wk/comm 13 June 2024

Hours of work 20 hours / week

Salary £13.89 / hour, paid monthly

Employer's Pension contribution 5%

Mileage allowance 45p/mile

Further information and application forms are available from Hinckley Area Foodbank :-

- By email from info@hinckleyarea.foodbank.org.uk
- By mail to Mrs P Hancock, Hinckley Area foodbank Office, Barleyfield, Hinckley LE10 1YE

Hinckley Area foodbank

Part of ***Hinckley Christian Community Action (HCCA)***

Hinckley Christians serving their Community

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