



## **K107 Community Radio Station Fund Raiser**

Base: - K107, New Volunteer House, 16 East Fergus Place, Kirkcaldy KY1 1XT

Hours: - 60 hours monthly, with some flexibility required, including evenings and weekends.

Salary: - £16.37 per hour (*including employer's workplace pension contribution*)

K107<sub>fm</sub> Community Radio Station is a not for profit charitable enterprise that broadcasts 24 hours 7 days per week, live from our Kirkcaldy Studio, and serves the town and local surrounding areas in Fife.

### **The Role:**

We are looking for a dynamic Fund Raiser, initially for a twelve month period, reporting to the Board of Trustees, who will have a high level of autonomy and will be responsible for generating essential income through advertising, corporate sponsorship, identifying appropriate grants, available foundations, and trusts.

### **Duties:**

- At least 18 months experience in a similar fundraising role
- Be familiar with the Scottish Third sector
- Become the face of the Community Radio Station
- Research and identify new and emerging funding streams
- Work with volunteers
- Prioritise workload and multitask efficiently
- Engage with the local Business Sector and potential Corporate Sponsors
- Report to the Board of Trustees

The successful candidate will have:

- experience in media sales
- an interest in broadcasting
- have digital/social media experience
- be able to utilise social media channels
- a working knowledge of all Microsoft Office packages.
- strong communication and good listening skills.
- a dynamic, honest, positive, and approachable personality.
- good interpersonal and organisational skills focusing on attention to detail.
- be able to produce evidence of appropriate funding proposals

**Written** applications and CVs stating how you meet the requirements for the position should be submitted no later than **24 July 2020 to John Murray at chair@k107.co.uk**

*We are proposing to hold interviews, complying with government social distance requirements, on 31 July or 1 August at New Volunteer House, 16 East Fergus Place, Kirkcaldy KY1 1XT*