

## **Our Lady's Hospice & Care Services: Interim Campaigns and Events Coordinator (<https://www.activelink.ie/node/109236>)**



### **Interim Campaigns and Events Coordinator**

- 1.0WTE (35 hours)
- Temporary specific purpose contract (approx. 1 year)
- Board of Director's funded
- Based in Harold's Cross

An exciting opportunity has arisen for an enthusiastic and motivated individual to join an established, busy and dynamic Fundraising & Communications Department. The post of Interim Campaigns and Events Coordinator will play an important role in the development and execution of new and existing events and campaigns and community fundraising to support vital frontline services across our three Hospice sites of Harold's Cross, Blackrock & Wicklow. The role will report into the Interim Senior Manager Public Fundraising.

### **Essential requirements:**

- Relevant third level qualification at degree level in Fundraising, business, project management, Marketing, event management or related field
- Minimum of 3 years relevant experience working in a fast-paced events / campaigns / marketing environment
- Minimum two years experience in the implementation and roll out of events / campaigns
- Experience in budget management
- Experience in promoting activities across various platforms. (e.g. OOH, Radio, social, e-zines, digital)
- Experience in working with / managing agencies and suppliers etc.
- Experience in the use of CRM systems
- Strong proficiency in Microsoft Office packages: i.e. Word/ Excel/ PowerPoint etc.

**Informal enquiries for this position are most welcome.** Please contact Eleanor Flew | Director of Fundraising and Communications | 01- 491 2512 (tel:014912512) | [eflew@olh.ie](mailto:eflew@olh.ie) (<mailto:eflew@olh.ie>)

**To apply for this position and to view the detailed Job Description & Person Specification please go to our Rezoomo career page: <https://www.rezoomo.com/job/67078/> (<https://www.rezoomo.com/job/67078/>)**

**Latest date for receipt of applications is 12.00pm on 19th July 2024.**

#### **Region**

Dublin 6W

#### **Date Entered/Updated**

27th Jun, 2024

#### **Expiry Date**

19th Jul, 2024