

**MATERNITY COVER**

**Title:** Fundraising and Marketing Assistant  
**Organisation:** Hospice at Home Carlisle and North Lakeland  
**Salary:** £11.35 per hour  
**Type:** Temporary  
**Hours:** Full time (37.5 hours per week) for Maternity Cover  
**Reference No:** HHCNLH69  
**Base:** Valley Court, Barras Lane, Dalston

**Hospice at Home Carlisle and North Lakeland (Hospice at Home) is a local, independent charity committed to providing high quality care and support for adults who have palliative and end of life care needs, and also for their relatives/carers.**

**An exciting opportunity has arisen for a Fundraising and Marketing Assistant on a temporary contract to cover maternity leave for up to 1 year. The post holder will be the first point of contact for fundraising and marketing enquiries and assist with the organisation of events and appeals ensuring excellent customer service as well as using a high level of IT skills to provide support to the fundraising and marketing team.**

**We would like to hear from you if you have excellent communication skills, proficient in digital marketing and are able to produce flyers, posters using Publisher or Canva.**

**Please contact Julie Blundell on 01768 210719 for an informal discussion and further information.**

**Please contact Liz Edmondson, Office Manager and HR Support on 01228 603208 for a job description and application form.**

**Hospice at Home is committed to staff development and operates a robust supervision and appraisal system.**

**Closing date for applications: 25<sup>th</sup> November 2021**