



ROLE INFORMATION

Self-employed Membership Recruiter

WORK LOCATIONS:	Working from home and covering neighbourhoods within 45 minutes drive.
REPORTING TO:	Community Fundraising Manager
HOURS:	12-20 hours including weekday evenings and/or weekend afternoons. The hours are flexible to suit you.
SALARY:	Earnings are commission based.

With over 29,000 people actively supporting Suffolk Wildlife Trust as members, their subscriptions and donations offer vital support for our nature conservation activities across the county.

In such a public role, you will be an ambassador for the Trust and our work for the county's wildlife. Your friendly, professional manner will ensure consistent high-quality contact with members of the public.

The role involves visiting homes in Suffolk to ask residents about their interest in wildlife conservation. If they are interested, you will leave an information booklet about Suffolk Wildlife Trust and make an appointment to go back the next day to talk to them about membership.

As you are self-employed, the hours you work will be up to you, but you will be expected to work an average of at least 12 hours per week and fulfil minimum monthly recruitment targets. You will manage your own time and keep records of the areas you have worked, liaising with the Trust's Community Fundraising Manager to target your work and dovetail into the areas worked by other recruiters.

The approach uses a tried and tested method, which requires you to knock on every door in the streets you work, asking a simple yes/no question to gauge interest in wildlife and then either arrange an appointment or moving on to the next house.

This is a gentle and friendly approach and it does not involve selling or persuasion. However, some experience in sales or a face to face role, may give you confidence in taking on the role and help you to keep motivated through the inevitable refusals. Training will be provided.

About you

You will make a success of this role if you have good all-round communication skills, enjoy meeting people, are self-motivated and good at organising your time.

Walking your route will involve moderate outdoor exercise and you will be subject to the whim of the Suffolk weather!

As you will be representing Suffolk Wildlife Trust, we expect a high level of professionalism and for your appearance and demeanour to reflect positively on the Trust at all times.

To give you job satisfaction you need to have a genuine interest in wildlife conservation, but expert knowledge is not required.

Payment

You will work on a self- employed basis and will invoice Suffolk Wildlife Trust monthly for the memberships you have recruited. These rates offer good potential earnings for successful recruiters.

You will enter into a Door to Door Membership Fundraising Agreement with Suffolk Wildlife Trust. The service will be provided in accordance with the **Fundraising Regulator Code of Fundraising**.

Good character references are essential for this role.

Key competencies

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- Enthusiastic, natural communicator
 - Experience of working with the public in a proactive / networking role
 - Evidence of having an attention for detail and taking pride in your work
 - Good general understanding of wildlife conservation in Suffolk
 - Excellent verbal communication and listening skills
 - Excellent organisational skills
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