

23 April 2019

Dear Applicant,

Thank you for your interest in the **SUP1901: Fundraising Officer (Grade 7)** position at the Organic Research Centre. I enclose for your consideration:

- A job description, role requirements and personal specification
- Additional information about the Organic Research Centre.

Applications are accepted via CVs but please enclose a covering letter telling us (a) why you are interested in this post, (b) how your skills and experience meet the job description, role requirement and personal specification and (c) what you believe you can contribute to ORC. Please email your cv and covering letter to recruitment@organicresearchcentre.com by **10am on Monday 13 May 2019**. Applications received after the closing deadline may not be considered.

The selection process will consist of an interview of about an hour, at which you will be asked to present examples of relevant work experience in relation to communication of scientific research to a farming audience. Further details of this will be provided to candidates invited for interview. A decision is normally made following the first round of interviews, but second interviews may occasionally be required.

If, due to disability, you require adjustments to be made during the selection process, please indicate this in the appropriate place on the application form. If necessary, we may contact you to obtain further information about such adjustments.

If you have further queries please do not hesitate to contact me (richard.h@organicresearchcentre.com) so that I can assist you further. For further information about the Organic Research Centre please see our website, www.organicresearchcentre.com, and the document in the pack.

Yours Sincerely

Richard Holmes
Director of Finance and Resources

Interim CEO: Stuart Rogers

Council of Management: M. Turnbull (Chairman), V. Agrawal (Treasurer), A. Astor, T. Bennett, A. Blackshaw, D. Peck, A. Stewart, M. Wagner, C. Watson, N. Westaway

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