JOB ADVERT APPLICATION FORM

Chartered Institute of Fundraising Yorkshire

The **Chartered Institute of Fundraising Yorkshire group** gives Third Sector organisations the opportunity to advertise relevant vacancies to our contact list of fundraising professionals across the Yorkshire region.

**Adverts**

Adverts are featured in our regular dedicated jobs newsletter, and include: organisation, job title, salary, location, type of contract (full-time or part-time), the closing date, instructions on how to apply (including link to vacancy on website) and a brief description of the role (approx. 150 words).

Advertising Fees: A standard advert costs £50+\*

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| --- | --- |
| **PRICING** | All prices are excluding VAT. VAT will be added as appropriate when invoiced. |
| Single advert listing in Jobs Bulletin email plus social media post on Linkedin, Twitter and Facebook | £50 for small charities under £750k£70 for Charities over £750K and Commercial£100 for recruitment agencies |
| Single advert listing in Jobs Bulletin email and reminder (included in Jobs Bulletin email closest to one week of the closing date) plus social media | £80 for small charities under £750k£100 for Charities over £750K and Commercial£130 for recruitment agencies |
| Social media only (for short notice adverts) | £10 for small charities under £750k£20 for Charities over £750K and Commercial£30 for recruitment agencies |

**Please Note:**

***\**** *Commercial organisation placing adverts on a charity’s behalf or placing adverts for themselves will be charged commercial rates. Charity rates are only available to charities advertising their own vacancies.*

**Process**

To advertise with us please complete the form on page 2 and email it to yorkshire@ciof.org.uk

Detailed Terms and Conditions are on page 3 and it is advised that you read them carefully - particularly our policies around always showing the salary, and not requiring a degree qualification.

**Application Form**

|  |  |
| --- | --- |
| **Contact name:** |  |
| **Contact email:** |  |
| **Invoice name:** |  |
| **Invoice email:** |  |
| **Invoice address:** |  |
| **Advert type – single / multiple:** |  |
|  |
| **Job title:** |  |
| **Name of organisation:** |  |
| **Contract (full-time or part-time)** |  |
| **Salary (we always** [**show the salary**](https://showthesalary.com/)**)** |  |
| **Location (include working pattern, such as hybrid, if applicable)** |  |
| **Closing date** |  |
| **Description of role for advert (150 words)** |  |
| **Link to apply** |  |
| **Reference number (if applicable)** |  |

Terms and Conditions

All job descriptions **must** show the salary being offered and not require an unspecified degree qualification.

Please visit the websites for the [Show The Salary](https://showthesalary.com/) and [#NonGraduatesWelcome](http://nongraduateswelcome.co.uk/) campaigns for more information.

Normally we will email members within a week of acceptance of your application form, but this is subject to availability, and we may advise longer notice.

We reserve the right to refuse any job advert application at our discretion and have no obligation to provide reasons for refusing. You will be deemed to have accepted our Terms and Conditions when you submit your Job Advert Application form. Your application will only have been accepted when we send you a confirmatory email. No variation of these terms or conditions shall be effective unless agreed in writing with us.

If you are an employment agency or an employment business (as defined by the Employment Agencies Act 1973 ('the Act')) it is your responsibility to ensure that any Job Advertisements you place on the Site comply with your obligations under the Act and Conduct of Employment Agencies and Employment Businesses Regulations 2003.

Nothing in these terms and conditions constitutes a partnership or agency relationship or joint venture between parties. Any agreement formed on these terms and conditions is personal to you. Nothing in these terms and conditions shall give a person who is not a party to this Agreement any right under the Contracts (Rights of Third Parties) Act 1999 to enforce any of its terms.

If you have any queries, please contact us at yorkshire@ciof.org.uk
 *March 2023*