

Trainee Development Worker Competencies Framework

At Futurekraft we will support trainees to work towards evidencing the following competencies

Fundraising
Can research relevant funders for funding strategies
Can evidence need for projects from a variety of sources
Can effectively evidence impact of projects
Uses appropriate language to engage readers
Understands how to write clear outcomes
Can produce quality funding applications within desired timescales
Understands how to create budgets for incorporation in applications
Can develop effective monitoring and evaluation systems to enable clients to evidence impact and need

Finance
Can interpret basic information in charity annual accounts
Has understanding of best practice for financial policies and procedures

Consultations
Supports project lead to deliver community consultation

Client Communication
Regularly contacts clients

Internal Operations
Can manage and record time effectively
Can use CiVi with confidence
Uses strengths to support colleagues

General Knowledge & Skills
Understands basic governance
Understands HR basics
Understands definition of mission, vision & values
Has basic Excel skills