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**Fundraising Manager**

**Hours :** 28 hours (with the opportunity to grow to FT)

**Salary:** £29,000 - £32,000 based on experience (pro rata)

**Location**: Derby & Derbyshire

**Position:** Fundraising Manager

**Contract**: Permanent (6 months’ probation period)

**Who are we?**

Rebuild East Midlands exists to support individuals who have experienced human trafficking and modern slavery to overcome the barriers that they might face in starting a new life, free from exploitation and slavery.

The Fundraising Manager is a new role within the organisation, to help raise vital funds to ensure we can support individuals recovering from Human Trafficking and Modern Slavery to connect with community resources, build resilience and improve overall wellbeing.

**Overall role**

This is an exciting new role within the organisation, which creates an opportunity for a dynamic, compassionate, creative fundraiser to lead on the development and implementation of our fundraising strategy. You will be someone who enjoys a broad and varied role - building networks, meeting people, creating exciting opportunities and delivering projects and events that contribute to the overall fundraising strategy.

Reporting to the CEO, you will generate income from companies and community groups, with an overall aspirational target of £50,000 in the ‘23-‘24 financial year, doubling in Year 2.

**Description of Key Tasks:**

* Develop and deliver our corporate and community fundraising plan
* Create exciting fundraising plans and incentives to ensure engagement and participation in fundraising activity within businesses and community groups
* Proactively develop and nurture relationships with community groups and other individuals who can spread the word and support fundraising activities as well as donate themselves.
* Agree detailed income and activity targets with line manager. Critically assess and maximise fundraising opportunities to deliver against fundraising targets
* Coordinate a programme of charity presence at community events such as fairs and festivals, and business networking events, that add value
* Pro-actively seek new business partnership opportunities, managing a pipeline of opportunities and pitching with confidence
* Create engaging assets and materials for charity partnership applications & proposals
* Attend meetings with corporate partners and deliver presentations, feedback on fundraising outcomes, and communicate impact of support to staff at all levels
* Work with colleagues across the charity to gather cause information, cases for support and beneficiary stories to support with fundraising applications, proposals, and impact reports
* Contribute to forecasting and regular reporting, internal planning and budget setting and producing verbal and written reports for senior management as required
* Maintain up-to-date knowledge of fundraising regulations, networks, and developments across the sector, advising on best practice.

**In addition you will:**

* Play an active role within the leadership team and contribute to the development and creation of wider strategies and delivery through income diversification
* Undertake any other duties that may reasonably be required to fulfil the duties of this post.

**Key Skills required for this role:**

* Experience of relationship management
* Experience of working in Fundraising or Marketing
* Strong communication skills with the ability to engage at all levels
* Highly organised and able to manage multiple tasks and priorities
* Highly motivated with a passion and willingness to learn and grow
* Resourceful and creative
* Able to problem-solve and think strategically
* Experience of working to KPIs and targets and reporting on performance
* Good IT skills in MS Office and comfortable working with databases
* Conversant with Codes of Fundraising Practice and Fundraising Regulation
* Discretion and work in accordance with the Data Protection Act
* Able to work occasional evenings/weekends

**Ideally, you would also have:**

* The ability to monitor and maintain a budget
* Experience with databases
* A UK driving licence

**Benefits:**

* 30 Days Holiday per annum plus bank holidays (pro rata)
* Extra day off for your birthday
* Flexible working options available
* Regular support and supervision
* Regular clinical supervision with a qualified therapist
* Competitive pension contribution
* Ongoing training & support with opportunities for career development

**Application process**

There is no set deadline for this post. Applications will be reviewed as they are received, and interviews will be scheduled according. Applicants are encouraged to apply as soon as possible.

Please send a CV with a cover letter outlining your suitability for the post by making reference to the job description and person specification, or complete the application form on our website. Please submit all applications to [anne@rebuildproject.org](mailto:anne@rebuildproject.org).

As part of the recruitment and selection process Rebuild East Midlands will take up two references.

To have an informal conversation with our CEO, Lesley Gladwell before submitting an application, contact 07398887922 / [lesley@rebuildproject.org](mailto:lesley@rebuildproject.org).