



## Fundraising Manager

We are looking for a Fundraising Manager to oversee all income streams for the charity. The successful candidate will have significant experience raising funds through corporate partnerships, major donors, working also on grant applications to trusts and foundations. The successful candidate will work closely with the CEO to develop and diversify the funding streams, securing income to cover the charity's charitable aims and enable future growth.

<b>Title:</b>	Fundraising Manager
<b>Location:</b>	Hybrid Working - at least one day a week spent in the office, located in Eastbourne
<b>Hours:</b>	Full Time, 35 hours a week. We operate a Flexible Working Policy and would be open to flexibility for the right candidate
<b>Salary:</b>	£30,000 - £35,000 FTE, depending on experience
<b>Reporting to:</b>	CEO

### To apply for this role:

- Complete our [short form online](#) submitting your CV and a cover letter
- Complete our [equal opportunities online monitoring form](#). The information on this form will be treated as confidential and used for statistical purposes only. The form will not be treated as part of your application. This form is submitted online and does not need to be emailed with your application documents.

Applications close at midnight on Monday 26th February 2024

First interviews will take place on Wednesday 13th March 2024

Second interviews, if selected, will take place on Thursday 21st March 2024

If you have any questions or require support with your application, please email [recruitment@bramberbakehouse.co.uk](mailto:recruitment@bramberbakehouse.co.uk)



# Role Description

## **Key Responsibilities**

- Oversee all fundraising income streams for Bramber Bakehouse
- Develop and implement a fundraising strategy with support from the CEO, focusing on corporate partnerships, major donors and grants to trusts and foundations
- Prospect research – keeping on top of relevant opportunities, creating a pipeline of potential corporate partners, major donors and grants to apply to
- Submit high quality applications
- Relationship management with corporate partners, major donors, developing and maintaining existing long-term partnerships, including via the use of a CRM database
- Manage the reporting requirements for funders, giving team members appropriate frameworks and deadlines to track outcomes
- Report on fundraising activities and progress on a regular basis
- Develop and organise fundraising campaigns around key themes and dates (e.g., Christmas campaign)
- Research and write case studies on the impact of the organisation's work
- Where necessary and appropriate, attend the Bramber Bakehouse programme, located in various locations across Sussex.

## **Personal Specification**

### **Essential experience and skills**

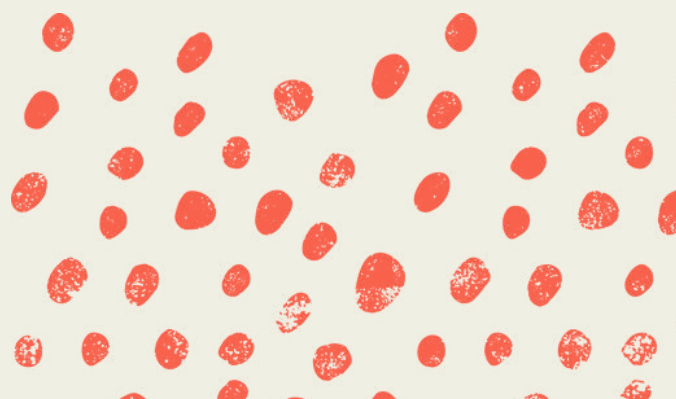
- Significant experience securing charitable funding
- Experience creating and implementing strategic plans
- Experience of managing corporate partners and high value donors
- Experience of project management

### **Desirable experience and skills**

- Experience of individual donor acquisition and retention
- A strong network of potential supporters and donors

### **Personal attributes**

- Great communicator
- Able to work collaboratively
- Methodical and consistent, with a keen eye for detail
- Highly motivated and organised independent worker
- Highly personable networker with the confidence to approach donors and communicate the mission and vision
- Creative thinker
- Committed to Bramber Bakehouses' values and mission



## **Our commitment to equity, diversity & inclusion**

We aim to achieve equity, diversity and inclusion at every level of our workforce. As a result, we would encourage applicants with lived experience of abuse, exploitation, displacement or racism. We believe organisational diversity matters and we will be more accountable and better able to assess the needs of the women we support if we have a good range of perspectives within our team.

All applicants and employees receive equal and fair treatment, regardless of age, race, religion, sexual orientation, disability or nationality. Please let us know if you require any reasonable adjustments, including support with your application, to enable you to perform at your best during the recruiting process and following appointment.

As part of this commitment, please consider completing our [equal opportunities online monitoring form](#). Any information given will be treated as confidential and used for statistical purposes only. This form is submitted online and does not need to be emailed with your application documents. By filling it out you will support Bramber Bakehouse in our endeavours to be an Equal Opportunities Employer.