



Good Fundraising

from vision to reality

Post: Trusts & Foundations Fundraiser

Location: We can offer hybrid working and flexible working hours.

Office Address: The Junction, Horbury, West Yorkshire, WF4 5FD

Salary: £12,480 -14,560 (£24,960 – £29,120 FTE, Pro rata depending on skills and experience)

Permanent contract with a 6-month probationary period

Hours: Part time - 20 hours per week (these can be flexible over the working week)

Holiday: 20 days (pro rata) per year plus statutory bank holidays

Application closing date: Friday 13th January 2023

If you would like to apply, please email a letter outlining why you would like to join our team and why you are suited to this role, along with a copy of your CV to cath@gfco.co.uk by 5pm on Friday 13th January 2023.

Interview Date: Tuesday 24th January 2023

About Good Fundraising

Good Fundraising Co. Ltd, based in Yorkshire, provides affordable and effective fundraising support to charities and not for profit clients throughout the UK. We are a friendly and approachable consultancy who can be flexible and responsive to our client's needs, using our knowledge of fundraising in various fields.

We have a proven track record in all forms of fundraising. Working closely with trustees, leadership teams, volunteers, and beneficiaries alike, we have worked with our clients to develop the right strategies and approach to ensure that goals are achieved. With successes ranging from securing the salary of a member of staff, the refurbishment of a community centre to a multi-million-pound capital build, no project is too big or too small.

This is a really exciting time to be joining our consultancy and play a vital role in a small but very ambitious, growing team. We are looking for a highly organised, personable, and conscientious team member with excellent writing skills to join our dedicated and friendly team. You will need to be passionate about raising income to help support a variety of charity and not for profit clients.

The Role

You will be working across several charities and not for profits with our Lead Consultant. You will use your exceptional writing skills to create compelling applications for funding that will help our clients to deliver their projects. You will use your interpersonal skills to engage trusts, foundations, and other funding bodies, building fruitful relationships that lead to long-term funding and support.

We would (ideally) love to speak to candidates who have at least 12 month's experience of securing income from Trusts and Foundations. However, if you have transferable skills from similar roles (perhaps outside of the charity sector), please do get in touch.



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Key deliverables

- Identify and maximise opportunities to raise unrestricted and restricted funds from trusts, foundations and other funding bodies.
- Plan and prepare and write compelling applications to access grants of all sizes.
- Build effective relationships with trusts, foundations and other funding bodies that help our clients secure long-term funding and support.
- Manage a portfolio of existing and prospective trusts and foundations.
- Research and maintain an ongoing pipeline of prospects.
- Achieve income targets that support our client's goals.
- Keep accurate, relevant, and timely records.
- Create inspiring reports and updates for donors that bring to life the impact of their support.
- Meet regular deadlines and manage your own workload.
- Update the Lead Consultant with progress, results, and income in a structured timely manner.
- Stay abreast of national charity sector trends, legislation, and best practice requirements.

Experience

- Ideally 12 months experience of trust fundraising and a demonstrable track record of securing income from trusts, foundations, and other funding bodies. However, candidates with strong, transferrable skills will be considered.
- Experience of planning and preparing written work, proposals, reports, and preferably funding applications.
- An understanding of the charity sector, and ideally experience of either working or volunteering in the charity sector.
- Experience of working in a small, dynamic team and independent working.
- Excellent keyboard/IT skills with knowledge of Word/Excel to produce basic information & reports.

Core Competencies

- Strong interpersonal skills.
- Clear and concise presentation of data and information, both informally and formally, in written and verbal format.
- Excellent English skills with attention to detail & accuracy.
- Ability to use your own initiative and to also work collaboratively with others, both internally and externally.
- Must be comfortable working under time constraints and deadlines.
- Willingness to work flexibly in approach to work and/or work time requirements.

Personal Qualities

- Energy and enthusiasm.
- Willingness to adapt and learn.
- Passion for fundraising and supporting the charity sector.
- Hardworking & committed.