



Role: Fundraising Lead

People is a dynamic organisation committed to promoting the importance of the early years and the role of parents in their child's learning. We are seeking a proactive and enthusiastic professional to join our team as Fundraising Lead.

If you're passionate about giving every child the best possible start, this is an exciting opportunity to make an impact by generating income to support our exciting and innovative work.

Main Purpose of Job:

Reporting directly to the CEO, you will be responsible for generating new sources of income, developing new propositions, and identifying and submitting applications to trusts and foundations. You will raise People's profile amongst relevant networks to manage and grow relationships with corporate partners, mid-level Trusts and individual supporters primarily in the Oxford area.

The ideal candidate will have relevant or transferable experience and understand the challenges faced by families in supporting their child's development. They will have a passion for the work we do and share our values and mission.

Why People

At People, we pride ourselves on a culture that values and supports all our team members. We care about the well-being and happiness of our people and encourage a healthy work-life balance through our flexible working approach. Our family-friendly policies ensure that you can thrive in your career while also meeting your family's needs. We understand the importance of physical and mental well-being and will support you with your personal and professional growth.

Salary Range: £30,000 - £35,000 p.a. FTE

Reporting to: CEO

Hours: Full Time: Monday - Friday 37 hours per week (we will also consider part-time, minimum of 20 hours per week)

Location: Hybrid – Based at our offices in Littlemore with the ability to work from home. This role will involve traveling to meet local business and occasionally wider areas of the UK. The individual must be willing and able to travel.

Key Accountabilities:

1. Manage and grow relationships with corporate partners, funders and supporters
2. Win new sources of income, especially with businesses and philanthropists in Oxfordshire
3. Identify and submit applications to Trusts and Foundations to secure grant funding
4. Provide support to the CEO with the development of larger funding bids, assisting relationship management and impact reporting
5. Enhance Peoples profile amongst relevant networks

Key Performance Areas

- 1) Relationship Management
 - Steward and grow existing supporter relationships
 - Build new corporate partnerships
 - Manage and develop relationships with grant-makers
 - Proactively manage relationships with key contacts through email, phone and face to face meetings
 - Build a personal pipeline of mid-sized grant opportunities
 - Make new supporter connections through networking in the local community

- 2) New Income Generation
 - Research, identify and cultivate support from businesses and philanthropists in Oxfordshire and beyond
 - Lead on the scoping of an employer engagement programme linked to People's services
 - Play a key role in raising funds for the development of a new People Centre in Oxford

- 3) Trust Applications
 - Identify and submit applications to Trusts and Foundations to secure grant funding
 - Lead on the research and tracking of Trust & Foundation bid opportunities
 - Compile engaging reports for funders that demonstrate the impact of their support

- 4) CEO Support
 - Support the CEO in responding to major bid opportunities and in managing funder relationships
 - Assisting with impact reporting

- 5) Enhance People's Profile
 - Working in collaboration with the communication and marketing team, raise People's profile amongst relevant networks, with focus on building links to businesses and influential individuals who share the charity's values and resonate with our cause

- 6) General duties
 - Creating monthly lead generation and income reports
 - Implement all People policies including safeguarding, health and safety, equal opportunities, confidentiality, and data protection
 - Undertake other duties as required by People and consistent with the skills and experience required by the post

Person Specification: Fundraising Lead

	<i>Essential</i>	<i>Desirable</i>
<i>Experience</i>	1. Relevant experience engaging with customers, clients or members of the public	2. Work in the early years and/or family support sector
Knowledge and Understanding	3. Aptitude and confidence in fundraising, sales and business development 4. Understanding of the challenges faced by families in supporting their child's development 5. Passion for our work, with personal values that align with the charity's values	6. Understanding of fundraising within the charity sector
<i>Skills and personal qualities</i>	7. Comfortable in a target-driven, client-facing role and committed to achieving income targets 8. Articulate, confident and approachable manner 9. Proactive, demonstrating high levels of business development activity 10. Adaptable and flexible with the ability to work independently and collaboratively with limited supervision 11. Able to work efficiently with high attention to detail 12. Have an understanding of and interest in fundraising 13. Confident presenting to groups and having face to face interactions with business people and influential individuals 14. Competency in MS Office suite and social media apps	
<i>Qualifications*</i>	15. Educated to A level	

* Other relevant qualifications may be acceptable; please give details on your application