

Job details

Full job description

The Trust and Corporate Fundraiser will lead the Cavalier Centre's trust and corporate fundraising efforts, focusing on securing funds from grant-giving trusts, foundations, and corporate partners. This role involves building relationships, raising awareness, and supporting initiatives to improve our fundraising outcomes.

Key Responsibilities:

1. Fundraising Strategy:

- Develop and implement a strategic plan to increase income from grant-giving trusts and foundations.
- Design sponsorship packages and proposals that align with the interests and objectives of potential corporate sponsors.
- Identify and research potential funding opportunities that align with the Cavalier Centre's priorities

2. Grant and Proposal Writing:

- Prepare high-quality, persuasive grant applications, proposals, and reports for trusts, foundations, and corporate donors.
- Ensure all submissions align with the requirements and priorities of the funders.

3. Relationship Management:

- Cultivate and maintain strong relationships with existing and prospective funders through regular updates
- Ensure excellent stewardship practices, acknowledging donations in a timely manner and providing regular progress reports on funded projects.
- Stay informed about industry trends and opportunities to attract new sponsors.

4. Collaboration and Communication:

- Work closely with staff and Trustees to gather necessary information for proposals and reports.
- Communicate the impact of secured funds to donors and ensure transparency in how funds are used.

5. Monitoring and Reporting:

- Track and report on fundraising progress against targets and provide regular updates to the board of Trustees.
- Work closely with internal teams to coordinate sponsorship deliverables, ensuring all commitments are met.
- Maintain accurate records of all fundraising activities and donor interactions
- Monitor and evaluate the effectiveness of sponsorship initiatives and partnerships.

Person Specification

Essential

- A proven track record in successfully gaining support from grant-giving trusts and foundations
- Excellent written and verbal communication skills with the ability to produce compelling and accurate proposals and reports.
- An ability to present complex information clearly, concisely and persuasively.
- Strong research and analytical skills to identify and evaluate potential funding opportunities.
- Ability to build and maintain effective relationships with a diverse range of stakeholders.
- Highly organised with excellent attention to detail and the ability to manage multiple projects simultaneously.
- Ability to work independently and as part of a team.
- Proficient in using Microsoft Office Suite.
- A strong work ethic, a commitment to the Cavalier Centre's aims and values, and a belief in our mission to enrich and empower lives through horses.
- Knowledge of current data protection/GDPR regulation.

Desirable:

- Knowledge of the sports, disability and wellbeing research sector.
- Experience of working with corporate partners would be an advantage but not essential.
- Professional fundraising qualification or membership of a relevant professional body.
- A working knowledge of fundraising regulations and legalities.

If you have any queries about the job please contact....

To apply for the post, please email **detailing the post for which you are applying in the subject line** and enclosing your CV and a covering letter. , Applications must be received by..... Please note that only applications including a covering letter, which clearly details how you meet the requirements of the person specification, will be considered.

Interviews will take place on either at the Cavalier Centre or remotely via Zoom depending on shortlisted candidates' location and interested candidates are urged to keep these times free. We will be in touch with shortlisted applicants by

Job Types: Part time, Permanent

Pay: £.....per year

Application question(s):

- Only applications including a covering letter, which clearly details how you meet the requirements of the person specification, will be considered.

Experience:

- Fundraising: 1 year (required)

Language:

- English (required)

Work authorisation:

- United Kingdom (required)

Work Location: In person