



# The Giving Machine™

**Job Title:** Business Development Manager  
**Job Type:** Full time (4 day week Mon-Thur)  
**Remuneration:** £25k - £30k depending on experience  
**Location:** Mixture of work from home and in shared office space in Bishop's Stortford on Thursdays  
**Reports to:** CEO, Richard Morris

**Organisation:** TheGivingMachine (a registered charity (1159320) and a company limited by guarantee (09017447 England)

**About Us:** TheGivingMachine is a dynamic and innovative charity dedicated to ensuring that all good causes can access regular, unrestricted funds. To do this we leverage our charity status to provide funding avenues that are not available to good causes elsewhere. We have generated over £2.25m to support thousands of schools, charities and community organisations so far and want to accelerate our impact with this position.

**Our Core Values:** If these core values sound like you and the people you like to be around, you could be a great fit for our team!

- **Passionate** - we love doing what we do to make a difference and it shows
- **Proactive** - we are always reviewing / improving what we do & how we do it
- **A Safe Pair of Hands** - we are reliable and dependable without supervision
- **Great Team Players** - we work well with others in order to achieve a common goal and contribute to a positive, inclusive working environment
- **Continuous Learners** - we are willing and able to learn new skills and applications to work effectively as a team

## Position Overview:

We are seeking a passionate and results-driven Business Development Manager to join our team. The successful candidate will play a crucial role in developing and executing sales and marketing strategies to expand the number of good causes benefitting from our GivingLottery service. This position requires a strategic thinker with excellent communication/marketing skills (verbally and digitally) and strong experience and understanding of the charity sector - in particular community causes.

## Key Responsibilities:

- **Business Development Strategy:** Design and implement effective engagement strategies to attract and onboard new charitable organisations to our GivingLottery service.
- **Marketing Initiatives:** Collaborate with the wider team to develop and execute marketing campaigns that promote the GivingLottery service and highlight its benefits to potential good causes.
- **Partnership Building:** Identify and establish partnerships with key stakeholders, including charities, community organisations, and other potential collaborators.
- **Client Engagement:** Develop and maintain strong relationships with existing and prospective charity partners, providing them with ongoing support and ensuring high levels of satisfaction.
- **Market Research:** Conduct market research to identify trends, opportunities, and competitive landscape, and use insights to refine our sales and marketing strategies.
- **Performance Tracking:** Monitor and report on sales performance, providing regular updates and insights to the leadership team.
- **Event Participation:** Represent TheGivingMachine at industry events, conferences, and networking opportunities to raise awareness and attract new partners.

### **Qualifications / Experience:**

- Passionate about the charity sector and committed to the mission of TheGivingMachine
- Proven experience in business development, fundraising, or marketing, within the charity or nonprofit sector.
- Strong understanding of business development and marketing processes with a track record of achieving targets.
- Excellent communication and interpersonal skills, with the ability to build and maintain relationships with diverse stakeholders both in person and via digital communication.
- Strategic thinker with strong analytical skills and the ability to translate insights into actionable strategies.
- Self-motivated and proactive, with the ability to work independently and as part of a team.
- Digitally confident. We would expect working knowledge of the Google Suite (we use this for all our business tooling), Slack, Canva, Monday.com, Hubspot (or other CRM's)

### **What We Offer:**

- 4 day week (Mon-Thurs).
- Opportunity to make a meaningful impact by supporting a wide range of charitable causes.
- Collaborative and supportive work environment.
- Flexibility in working hours noting meeting attendance.

### **How to Apply:**

- Interested candidates are invited to send an email attaching their CV and a cover letter detailing what prompted you to apply and why you feel our values may be a match with you to Richard Morris at [join-us@thegivingmachine.co.uk](mailto:join-us@thegivingmachine.co.uk)

### **Equal Opportunity Employer:**

TheGivingMachine is an equal opportunity employer and encourages applications from individuals of all backgrounds and experiences.

Join us in making a difference, one lottery ticket at a time!