

ACWW DEVELOPMENT MANAGER ADVERT

ACWW is an international non-governmental organisation which works to amplify the voices of rural women globally. Our small Central Office team work with member organisations and individuals in the UK and around the world to ensure that rural women are recognized for their critical importance in society, represented, and have a platform to influence policy makers. We combine advocacy and small-scale, women-led development projects designed by the local women who will implement them for the benefit of their communities.

This an exciting time to join ACWW in the lead up to our centenary and planning for our next Triennial World Conference in 2026. We are looking to appoint a Development Manager, to be responsible for developing and progressing strategies to develop and expand our funding partnerships, to maximise our reach and impact with our members and communities at large.

The successful candidate will be reporting to the Executive Director and working with colleagues and trustees to foster relationships, partnerships and collaborations with individuals, funders and networks in line with the Association's objectives, priorities and values. Your work in identifying, cultivating business development and income generation opportunities, will make an important contribution to the sustainable financial growth of the Association.

We are an equal opportunity, disability-confident employer and are dedicated to achieving the highest standards of diversity, equity and inclusion. We welcome applications from people of all backgrounds, beliefs, customs, traditions and ways of life including groups currently underrepresented in our workforce.

This role is offered as a one year fixed-term with potential to extend subject to performance and funding. If you have successful fundraising experience, ability to build and maintain positive relationships and are looking to work for a charity focused on championing women's empowerment and advocating for change, we'd like to hear from you. Please see application pack for further details and to apply.

ACWW DEVELOPMENT MANAGER APPLICATION PACK

Title	Development Manager
Reporting to	Executive Director
Salary	£40,000 per annum
Pension	5% employer contribution
Contract	1 year fixed term renewable subject to performance and funding
Hours	Full time (35 hours per week). Normal working hours are 9am – 5pm Monday to Friday
Annual Leave	28 days (inclusive of standard UK bank and public holidays). Additionally, our offices will be closed between Christmas and New Year
Location	Hybrid with at least 2 days per week to be worked from Central office near the Oval, in London
Probation period	3 months

About Us

ACWW is an international non-governmental organisation which works to amplify the voices of rural women globally. Founded in 1929 and registered with the Charity Commission for England and Wales as a Charitable Incorporated Organisation, we are governed by an international Board of Trustees. Our small Central Office team work with member organisations and individuals in the UK and around the world to ensure that rural women are represented, recognised for their critical importance in society and have a platform to influence policy-makers. We combine advocacy and small-scale, women-led development projects designed by the local women who will implement them. We are part way through the administrative cycle of 2023 – 2026 (ACWW works in 3 year triennia rather than an annual cycle which incorporates a Triennial World Conference in the final year of a cycle). Our membership comprises of individuals, institutes and societies in over 40 countries. With Associate status at UNESCO and Consultative Status with UN agencies ECOSOC and FAO, our advocacy and engagement have impact on international policy amplifying the voices of even more individuals and communities further afield. We are excited to be recruiting a Development Manager to join our team.

Job Purpose

We are looking for a talented and experienced **Development Manager** to deliver and influence the Fundraising strategy, to meet financial targets and support plans to increase the profile of the organisation. This will be achieved through leading on fundraising campaigns and activities to boost our income generation capacity amongst our membership, developing relationships with corporate and institutional partners, and applications to funding bodies.

Your first priorities will be to finalise and manage a special appeals campaign with the dual aim of raising awareness and funds amongst groups of our membership. Further tasks will include considering the current fundraising mix and help in developing a plan of action to better maximise this for both the short and longer term.

This is a great opportunity to apply and build on your fundraising skills and hone your management skills; to make a real difference in the empowerment of rural women; to fostering of sisterhood, friendships and global citizenship across diverse cultures and groups.

Key Responsibilities

- Work with ACWW's Executive Director and trustees to create, implement and manage fundraising campaigns and initiatives to maximise income generation.
- Build and maintain relationships with existing and potential donors.
- Develop donor cultivation plans, including personalised communications, events and stewardship activities, supported by the Engagement Officer.
- Work with the Communications team and Projects Manager to develop case studies and material for use our fundraising campaigns.

General Responsibilities

- Champion the vision, mission and values of ACWW internally and externally.
- Comply with all relevant charity and other legislation.
- Undertake other reasonable duties requested by the Executive Director.

Person Specification

Essential
Solid fundraising experience including planning and delivering successful online fundraising campaigns
Knowledge of best practice and the legal frameworks for fundraising
A track record of securing donations from individuals
Experience of donor stewardship
Comfortable with the 'all hands to the deck' approach that's essential in a small organisation
Excellent organisational skills with the ability to work under pressure and to strict deadlines
Excellent interpersonal and communication skills, with the ability to build and maintain positive relationships
Highly self-motivated with ability to work effectively on own initiative as well as part of a team
Desirable
Experience using Harlequin or another CRM
Experience of grant or bid writing
Membership of or working knowledge of Institute of Fundraising guidelines
Interest and experience working for a nonprofit organisation
Experience of working in a membership organisation
Ability to work well with people from different and diverse backgrounds

How to Apply

If you would like to have an informal chat about the post, you are welcome to contact our Executive Director at tish@acww.org.uk to arrange a call at a time that works for you.

Once you have decided you would like to apply, please submit a copy of your CV and a cover letter (of no more than two pages A4), describing why you are applying and how your experience and skills are suited to fulfilling this role to hr@acww.org.uk.

The closing date to send your application is 5pm **21 February 2025** but please try not to leave it until the last moment, as we will be carrying out assessments on a rolling basis. First stage interviews will be via Zoom, on 4th or 7th March. Subsequent in person second interviews will be held at ACWW Central Office, The Foundry, 17 Oval Way, London SE11 5RR.