

Role Profile: Area Fundraising Manager – Northern Ireland



About you

You will be a dynamic, motivated and passionate fundraiser, dedicated to raising as much funds as possible to help make Northern Ireland the best place to live for people with a learning disability.

What you will do

- Responsible for delivering and growing Third Party Events e.g. Belfast Marathon, owned events and 'Do Your Own Thing' fundraising across Northern Ireland.
- Achieve agreed fundraising and activity targets in line with Big Plan.
- Identify and secure restricted income to deliver local projects, working in collaboration with colleagues across the nation.
- Deliver community and event fundraising activities and relationship management across the nation.
- You will proactively generate new leads and relationships across Northern Ireland.
- Build excellent supporter relationships so we can create long term sources of income.
- You will work closely with Mencap services across NI to support them to raise funds for Mencap.
- Support the activities of the wider community team as and when required.
- Support local activities in our children's centre.

What you will bring

- An understanding of learning disability and drive to make the world a better place.
- Passion, proactivity, positivity, pace, enthusiasm and energy.
- The ability to persuasively engage and inspire internal and external stakeholders.

Your experience

- Demonstrable experience of successfully developing local community base and volunteer led fundraising.
- Experience of leading and running all aspects of event management.
- Demonstrable experience of income generation and budget management.
- Strong relationship management experience.



About the Role

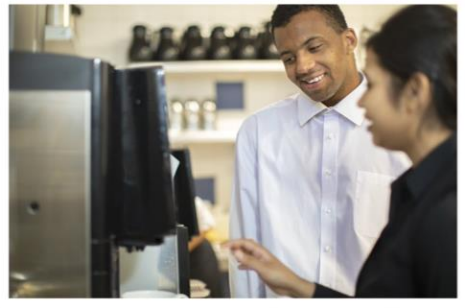
Salary: £32,174

Hours:
37.5 hours per week

Some weekend and evening work

Key Responsibilities

- Responsible for delivering and growing Third Party Events e.g. Belfast Marathon, owned events and 'Do Your Own Thing' fundraising across Northern Ireland.
- Achieve agreed fundraising and activity targets.
- Research, identify and develop new fundraising opportunities, including individuals, groups and associations and restricted local funders.
- Build effective relationships with colleagues across NI, fundraising and the wider organisation so you can maximise income and impact.
- Monitor budgets, spend and KPIs, producing monthly reports showing performance against objectives for all fundraising activities you are responsible for within your region.
- Develop, monitor and maintain key systems and processes including; Alms database, financial accounting and planning, accountability meetings, contracts, due diligence and procurement.
- Grow our fundraising volunteer network and development them through coaching and training.
- Build excellent supporter relationships so we can create long term sources of income and ensure all cross-selling opportunities are maximised.
- Handling inbound enquiries appropriately.
- Support the activity of the wider Community and Events team as and when required, working effectively with colleagues. This includes leading a project for at least one UK wide community activity per year.
- Act as an ambassador for and to represent Mencap in various internal and external activities.
- To keep abreast of Charity Law and fundraising developments across the charity sector by networking with fundraising staff in other organisations, undertaking training and abiding by the Charities Act and ICFM codes of conduct.
- To undertake any other reasonable duties as required.



More information about the role

Job Title: Area Fundraising Manager – Northern Ireland

Report to: Northern Ireland Senior Area Fundraising Manager.

Line reports: N/A

Department: Community & Events

Location: Homebased within the NIRE. Travel expected within NI and occasionally to the rest of the UK. Regular visibility and engagement in our Knockbreda children's centre and other offices minimum 2 days per week. **Flexible approach to working hours/days:-** occasionally required to work weekends and attend evening events and meetings.

Role specific requirements: Full Drivers Licence

Join the team and be part of an organisation passionate about making Northern Ireland the best place for people with a learning disability to live happy and healthy lives.

What will Mencap give you

24 days annual leave + all UK Bank Holidays

Amazing benefits + pension

Fully support in the role and training

Flexible working options

How to apply

Please apply with an up to date CV that demonstrates your skills and experiences relevant for this position.

If you require any further information please contact our Recruitment Team on 01733 246699

Who you can expect to work with

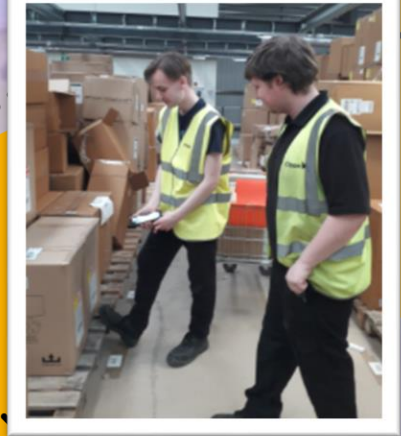
Country
Directors &
delivery
teams

Fundraising
& Retail
teams

Finance,
L&D, and
HR Business
Partners

Colleagues
with a
learning
disability

Other teams
across
Mencap



Mencap's values and how they apply to this role

We are
Passionate
about making
the world a
better place

You will have a genuine passion for building great relationships with our supporters and colleagues.

We are
Inclusive
of everyone

You will work collaboratively and be a positive role model for others.

We are
Brave
we challenge
and try new
things

You will encourage your teams and colleagues alike to innovate and push boundaries.

We are
Positive
in our work
and with each
other

You will celebrate successes and share stories about how our supporters are making a difference.

We are
Kind
to everyone

You will be kind, supportive and encouraging to everyone you interact with.