

Salary: £35,000 – 40,000 per annum

Reporting to: CEO/COO

Contract: Full-time / Permanent (4-days per week may be considered)

Location: Hybrid; predominately home based but must be available to travel to London and attend Trekstock events

TREKSTOCK.
CANCER SUPPORT

COMMUNITY FUNDRAISING & EVENTS MANAGER



POST OVERVIEW

About Trekstock Cancer Support

99 people are diagnosed every day in their 20s 30s and 40s. We are the go-to place for exercise and mental wellbeing support, designed for those living with and beyond cancer - a group often overlooked and stuck between systems not designed for them.

We're here to help people rebuild their strength, confidence and energy through movement, community and expert-led support, from diagnosis, through treatment and beyond. Because cancer doesn't stop when treatment ends, and neither do we.

We're a small, ambitious team building something genuinely transformative, and we're looking for a **Community Fundraising & Events Manager** to help drive our next phase of growth.

This is an opportunity for someone confident and proactive who wants to take ownership, thrive in a dynamic environment, and play a key role in helping shape the future of Trekstock. You'll be trusted to lead, to challenge thinking where needed, and to help unlock the income that allows our work to reach more people navigating life alongside cancer when they need it most.

About the Role

This is a hands-on, relationship-led role at the heart of Trekstock's fundraising, with real responsibility and the opportunity to take ownership within a growing team.

You'll take ownership of key income streams including challenge events, corporate partnerships and supporter care, helping us grow income while delivering a brilliant experience for everyone who supports Trekstock.

You'll work closely with existing partners such as Fujifilm UK and The National Lottery, while also contributing to the development of future partnerships. This is a role for a confident starter-finisher who enjoys taking ideas from concept through to delivery and seeing work through with care and impact.

From managing our iconic Trek This City event to building long-term partnerships with corporate supporters, you'll play a key role in bringing new people into our community and keeping them connected to our mission. You'll be trusted to take ownership, build strong relationships, and make things happen in a small but mighty team.

This role is ideal for someone with fundraising experience who's ready to step up, embrace a challenge, and make a real difference to the lives of young people affected by cancer.

Key responsibilities

Challenge events & community fundraising

- Lead on the delivery and growth of Trekstock's challenge events portfolio, including Trek This City, London Marathon places and third-party events
- Recruit, manage and inspire participants and volunteers, supporting them to reach (and smash) their fundraising targets
- Build meaningful supporter journeys for fundraisers and volunteers that feel personal, motivating and on brand
- Work closely with colleagues and volunteers to promote events and bring supporter stories to life
- Monitor performance, income and ROI, spotting opportunities to grow, improve and refine our approach
- Attend and support events, working alongside volunteers on the day (including occasional evenings and weekends)

Corporate partnerships

- Develop and manage relationships with existing corporate partners, including multi-year charity partners
- Deliver engaging, high-quality partnerships that go beyond fundraising
- Identify opportunities to increase income and deepen engagement
- Support pitches, proposals and reporting for new and existing partners
- Ensure partners feel valued, inspired and connected to Trekstock's impact and mission

Supporter care & fundraising operations

- Deliver excellent supporter care across all fundraising activity
- Manage key admin processes including thanking, banking and donation processing
- Maintain accurate records on the CRM/database (GDPR compliant)
- Support income tracking, reporting and pipeline management

Wider team contribution

- Contribute ideas to grow income and reach new audiences
- Represent Trekstock at events, meetings and networking opportunities
- Work collaboratively across the team to support campaigns and activity
- Stay curious; bringing in new ideas, trends and opportunities

About you

You're a confident relationship-builder who enjoys working closely with people and making things happen. You're organised, proactive and comfortable juggling multiple priorities, and you genuinely care about delivering an excellent experience for supporters and partners. You thrive in a small team and are comfortable taking ownership, spotting opportunities and seeing things through from idea to delivery.

You'll bring:

- Experience in fundraising (events, community, corporate or similar)
- Strong relationship management and communication skills
- The ability to manage multiple projects at once, from initial idea through to delivery and evaluation
- A self-starter mindset; you're confident working independently and don't need a big team around you to get things done
- Experience taking ownership of fundraising products or campaigns end-to-end
- A proactive, solutions-focused approach with the confidence to make decisions and keep things moving
- Experience using a CRM or fundraising database
- Good attention to detail (especially with donations and data)
- Confidence representing Trekstock externally

Nice to have (but not essential)

- Experience managing challenge events
- Experience working with corporate partnerships
- Knowledge of fundraising regulations, GDPR and Gift Aid
- Experience in a small to medium charity or start-up environment

The kind of person who'll thrive here

- Warm, down-to-earth and great with people
- Happy to roll up their sleeves and get stuck in
- Comfortable balancing big ideas with admin detail
- Motivated by impact and purpose
- Communicates with empathy and authenticity

Trekstock is committed to building an inclusive team and welcomes applications from people of all backgrounds and experiences.

For more information see www.trekstock.com.

