



Consulting Fundraiser

Role Description and Person Specification

www.sspdt.org.uk

Salaried position

Remuneration: £40,000 FTE, pro-rata at 4 days £32,000 negotiable
Pension: Statutory or up to 10% employer contribution on a matched basis
Holiday: 35 days per annum pro rata

This post is initially funded for 12 months, in partnership with Creative Scotland. If, as we fully expect, the post is proven to generate a multiple of its costs, we expect that SSPDT will continue the post.

Freelance position

£220 per day, up to 160 days

The role reports to the CEO.

ROLE DESCRIPTION

Purpose and Context

The Scottish Schools Pipes and Drums Trust (SSPDT) is a national charity that supports and partners a wide range of not-for-profit organisations, community groups, and small and large charities in Scotland. You can read more about our work at www.sspdt.org.uk

Whilst the SSPDT is in a position to award grants to support youth music-making programmes, we are aware that volunteer fundraisers in communities often find it hard to find match funding because of a lack of time and knowledge. Although they run excellent programmes, they are much less likely to be able to secure funding than their professional, paid, fundraising counterparts, who are employed by larger, better funded organisations.

This new fundraising role will improve equality of access to funding for a range of volunteer groups across Scotland. By so doing, the role will expand opportunities for young people to learn instrumental music, and to make music and perform with others, building confidence, teamwork, resilience, perseverance and other important skills for life, learning and work.

Activities

The role holder will:

- Map fundraising challenges, gaps and the opportunities with volunteer groups.
- Develop a broad Strategy and Plan subject to adaptation as the knowledge builds and the support rolls out.

- Conduct bespoke fundraising sessions with individual voluntary groups. These should include some or all of the following, depending on cost-benefit:
 - Increasing grant income by identifying funders and supporting applications
 - Increasing donations by helping to engage major and community donors
 - Increasing corporate sponsorships by identifying targets and creating persuasive approaches
 - Opening the doors to bequests by setting up routes to legacy-giving
 - Increasing the effectiveness of fundraising events
 - Advising on other activities that support fundraising including publicity and communications, setting up sub-committees of volunteer fundraisers, record keeping and evaluation for reporting, and any other gaps/ opportunities that may be identified.

- The post holder is likely to develop regional and national fundraising training opportunities and resources, and will create and time-saving templates and fundraising tools.

Legacy

By 12 months the role holder will:

- Collate data on the difference that the role has made including the funds that have been raised;
- Develop a costed plan and rationale for next steps;
- Consider how access to funding can be improved for similar volunteer groups that support different charitable activities.

PERSON SPECIFICATION

Education & knowledge	Essential	Desirable
	English at Higher or equivalent	Degree in any discipline
		Qualifications in Fundraising/ Marketing
		Membership of Institute of Fundraising and other relevant professional organisations
	Legal and best practice requirements of fundraising	
	Can create and access fundraising tools including tools for grants, corporate sponsorships and legacies.	

	Knows how to use Microsoft Office	
		Understands how to create/update websites, set up and run social media, and has knowledge of media relations
Experience	Proven track record in raising substantial funds at community level through grants, sponsorships and donors	Track record in raising funds through legacies and events
	Has developed community and/or fundraising projects	
	Has used publicity and communications to support fundraising effectively	Has created marketing and communication tools
		Has managed multiple projects simultaneously
		Has organised events,
	Can present information engagingly online, in print, and in person	
		Experience of coaching/training
Aptitudes	Creative	
	A strategic and ambitious thinker; solutions and outcomes focused	
	Determined, shows initiative, and drive	
	Able to coach/ train/ present	
	Excellent written and verbal communicator	
	Can encourage and inspire	
	Well organised with an eye for detail	
	Enjoys working independently and as part of a team	