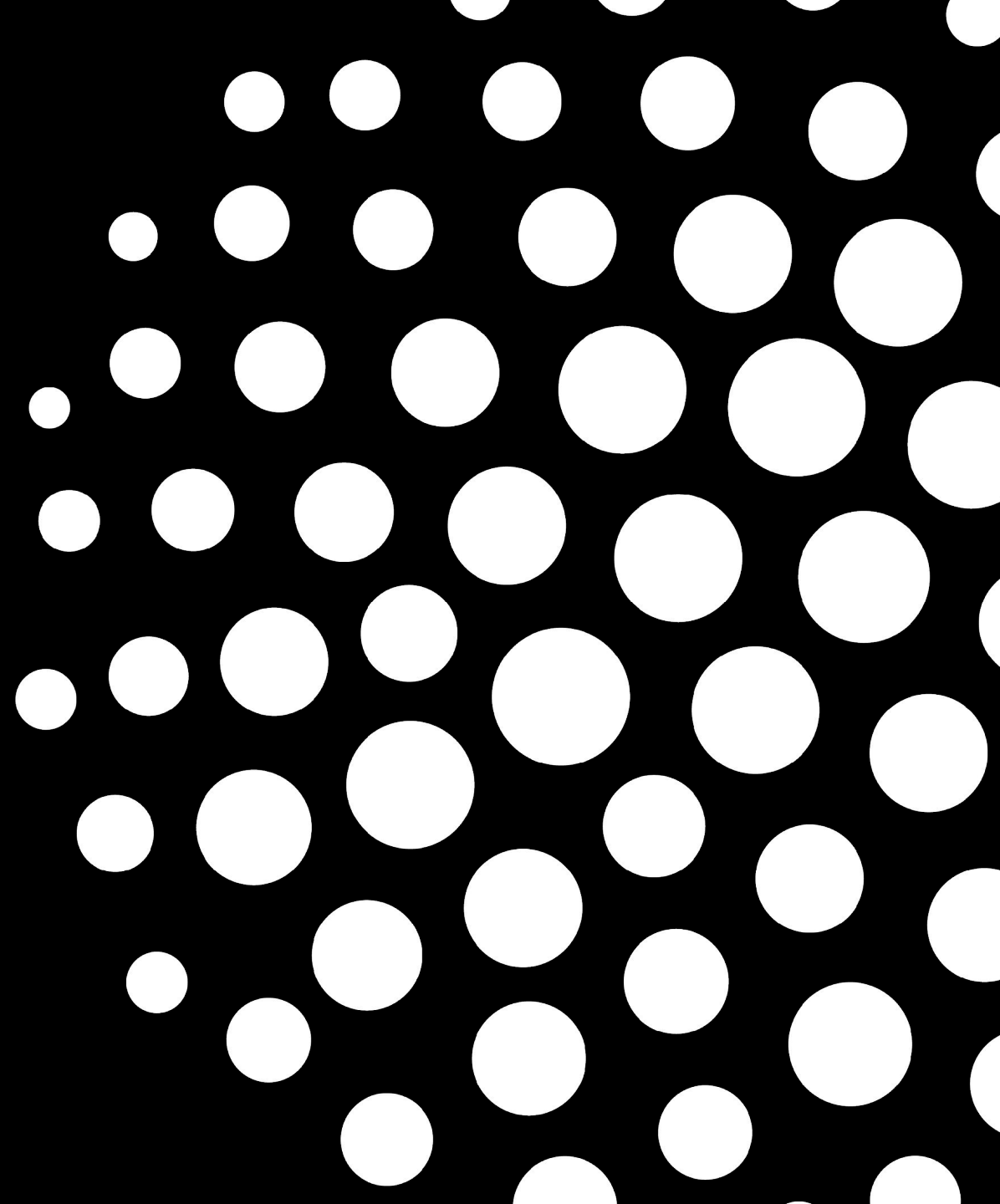


Development Officer Development Team

April 2024



Welcome to Global Canopy

We are so pleased you found us. Global Canopy is an ambitious, creative and dynamic not-for-profit targeting the market forces destroying nature.

Our special focus is on ending global deforestation, most of which is driven by agricultural expansion for commodities like beef, soy and palm oil that end up in products we all use every day.

In fact, our research shows that \$6 *trillion* in private finance each year is driving this destruction – including 20% of the money that we all put into our pensions.

This is a major driver of climate change, of biodiversity loss and of human rights abuses. To tackle this we deliver radical transparency through our award-winning data platforms, detailing how consumer markets are linked to nature loss.

We enable major companies, investors and governments to take positive action, and we help campaigning organisations and investigative journalists shine a light on those not doing

enough. And we help policymakers to design laws that make it mandatory for the private sector to change.

We are now growing rapidly as an organisation – expanding our work and teams in key geographies like Brazil and South East Asia. And we are deepening our relationships with major investor networks as we redouble work to remove deforestation and nature-related impacts from lending and investment portfolios worldwide.

As part of our team, you will be at the heart of global efforts to tackle the intertwined climate and nature crises. And you will find yourself surrounded by engaged, positive and committed colleagues determined to make a difference.

Please join us, this is urgent.

Niki Mardas, Executive Director





About Global Canopy

Global Canopy is a data-driven not for profit delivering real transparency and accountability for market impacts on nature and people. Our special focus is on ending deforestation – an essential step in achieving urgent global goals on climate, nature and human rights.

We deliver our work via three main strategies:

1. on **open data** (including via major global data platforms like [Trase](#), [Forest 500](#), [Forest IQ](#), and [ENCORE](#));
2. on creating stronger **voluntary and compliance frameworks** to address nature loss (we are a founding partner of the [TNFD](#));
3. and on accelerating **accountability and action by the finance sector** towards deforestation-free portfolios.

Our platforms, data and insights are relied upon by Fortune 500 companies, major financial institutions, national and regional governments, and some of the most effective campaigning organisations worldwide.

We work globally, with a focus on both forested regions (particularly across Latin America and South East Asia), and major consumer and financial markets (with a focus on Europe, the US, Singapore and China).

We have a distributed team of around 60 people worldwide, with a main office in Oxford (UK). We work via close and deep partnerships, including with institutions like the Stockholm Environment Institute, the UN Climate Change High-Level Champions, UNEP Finance Initiative, the World Conservation Monitoring Centre, the Zoological Society of London, and many many others.



\$6.1tn

of finance flowed to
companies in forest
risk supply chains
in 2023

The role: overview

We have an exciting opportunity for a motivated, talented and ambitious individual to join our growing Development team. This role is an opportunity for someone with a keen interest in the environment looking for a next step in their fundraising career.

The role will be responsible for supporting other team members with large grants as well as managing and growing their own portfolio of trust and foundations capable of giving at five and six-figures.

The role will support donor management including donor reporting and stewardship and will help coordinate fundraising events. This is a truly varied role with an opportunity to get involved in all aspects of fundraising.

The successful candidate will report to the Development & Partnerships Lead, and will also work with and support the other members of the Development team to deliver our fundraising and development priorities across all funding streams, including our Trusts & Foundations, Major Donors and Institutional/Government funding.

Like all members of the team, you will also have responsibility for areas of team coordination, including team meetings, inter-departmental taskforce work and information management.

The role: responsibilities

- Research, identify, engage and lead the grant application process for trust and foundation prospects (UK and international) capable of giving five and six figure grants.
 - Support and coordinate funding applications for institutional/government grants.
 - Work with colleagues, particularly within the Development team but also within Global Canopy more widely, to develop and deliver creative and exceptional donor stewardship opportunities.
 - Manage the development of high-quality tailored communications, including cases for support, bespoke proposals, grant applications, concept notes, donor reports and other communications as required.
 - Provide support for and attend meetings with donors, partners and external contacts.
- Ensure that our CRM (Salesforce) is used effectively, kept up to date and accurately maintained with prospect and donor information.
 - Support team members with funding pipeline management, including reporting and analysis for the Leadership Team.
 - Gather information, impact data and case studies from across Global Canopy for donor reporting and stewardship and opportunities.
 - Coordinate and chair regular internal meetings.
 - Project management of events and campaigns.

About you

To be successful in this role, these are the things that will matter the most:

- Strong communications skills (written & verbal) with the ability to understand and synthesise complex information for public facing communication
- Ability to work well under pressure and manage multiple priorities and demands
- Team player

Essential behavioural competencies:

- Proactive and adaptable – seeks new opportunities
- Collaborative approach to work & focus on getting the job done
- Highly organised with excellent attention to detail

Skills and experience - essential:

- Demonstrable experience in trust and foundation fundraising and donor relationship management
- Experience of working with a fundraising database
- Strong administrative and time management skills
- Sound financial literacy (budgeting & financial reporting)
- Familiarity with standard IT systems and desire to learn new skills

Skills and experience - desirable:

- Knowledge of or interest in environmental and social issues
- Knowledge of Salesforce
- Experience of institutional fundraising or complex grant proposal and management

Our values

As an organisation committed to achieving system-wide change, we operate in a challenging environment. Our organisational values help guide our ways of working and keep us accountable to these standards:

Entrepreneurial – We develop bold new ideas to catalyse system wide change.

Impactful – We learn from what works, hold ourselves and others accountable and work in collaboration with others.

Inclusive – We celebrate diversity, value teamwork and support individuals to fulfil their potential.

Clear – We listen actively, think critically and communicate with clarity.



Salary & benefits

Salary

£30,000 full time equivalent

This role sits within Band E on Global Canopy's remuneration framework.

Nature of contract

Full time, permanent. We are a flexible employer and welcome candidates wishing to work flexibly.

Base

Our office is in Oxford, with flexible home-working arrangements in place. For this role, the requirement is for availability to attend the office 1 day per week in person.

Holidays

36 days (including bank/public holidays) for discretionary use across the annual leave year. Option to purchase up to an additional 5 days or equivalent of one week's leave.

Pension

Employer pension contribution of 6%.

Healthcare cashback plan

Covering dental fees, eye-care, wellbeing, physiotherapy, chiropody and much more – for you and any children.

Employee Assistance Programme

Which provides free, confidential advice on personal and legal matters.

Other

Huge range of discounts and cashback deals at gyms, restaurants, holidays, and much more.

“We the Indigenous peoples are the true spokespeople of Mother Earth. We are here to say now is the time to fight back. Mother Earth is summoning you. The fight for Mother Earth is the mother of all fights.”

Sônia Guajajara

Indigenous Leader & Executive Coordinator of the Brazilian Articulation of Indigenous Peoples (APIB)



How to apply

To apply for the position, please use this [link](#) and submit an up-to date CV and covering letter.

The covering letter should explain your motivation for the role, and how your skills and experience fit the person specification. (Please, no more than 1 side of A4).

All candidates are asked to complete an anonymous diversity monitoring form when they apply.

The closing date for applications is **13 May 2024 at 9am BST**. Early application encouraged. We may close applications early if suitable candidates are identified.

Screening calls are provisionally planned for w/c 20th May, and will be conducted remotely via a video call.

At Global Canopy, we value diversity and inclusion. You can read our diversity statement on our [website](#). We encourage applications from all backgrounds and are committed to having a team with a diverse set of skills, experiences and abilities.

Global Canopy works on issues of global deforestation. We are particularly interested in strengthening our team to include those with a background from forest regions such as Latin America and South East Asia. We would welcome applications from people from these regions.

If you have any questions about the position, then please contact: hr@globalcanopy.org.

Applicant data will be managed in accordance with the candidate privacy policy available on our [website](#).

Thank you

HR Team

hr@globalcanopy.org

Find out more at globalcanopy.org