



**START
SOMETHING**

YOUR ROLE AT THE TRUST

JOB TITLE:	Employee Engagement Executive (Fundraising)	PAY BAND:
FUNCTION:	Fundraising & Marketing	Support Delivering
THE TEAM:	Responsible for delivering fundraising products (primarily Million Makers) and events that Prince's Trust corporate partners can take part in, to raise funds and engage their employees.	Specialist/Managerial Technical Lead/Function Head Senior Leadership Team

WHERE YOU WILL FIT

CEO	Director of Fundraising	Snr Head Corporate Partnerships	Senior Manager Employee Fundraising	Employee Engagement Executive
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HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

The funds raised by employees that work for our Corporate Partners can be used to fund and support programme delivery across the country, helping young people into jobs and education. Our team raises roughly £2million each year which directly impacts young lives.

WHAT WILL YOU DO?

- 🏆 Play a key role in the success of Million Makers, recruiting and stewarding teams to meet fundraising targets.
- 🏆 Drive to reach recruitment targets, working alongside account managers to sign up corporate partners to Million Makers.
- 🏆 Be a strong project manager, capable of managing multiple priorities, remaining organised, efficient and proactive.
- 🏆 Creatively contribute to the development of new fundraising ideas, both internally at The Trust and with partners hosting their own fundraising initiatives.
- 🏆 Accurately report and forecast on fundraising income, being able to demonstrate the impact of the money raised.
- 🏆 Responsible for actively contributing to an equitable, diverse and inclusive workplace.

THE SKILLS YOU'LL BRING

All of the roles at The Trust are key to our success and there are certain skills we need to be successful. And while we will shortlist the most qualified people for the role, we ask everyone for a supporting statement. If you think you could do the role, but don't have all the desirable experience, we would still love to see an application from you.

WE REALLY NEED YOU TO HAVE THESE

Skills & Knowledge	Why do we need this?
Ability to engage an audience	Engagement is key in this team, you need to be able to motivate and inspire your audience to take a step and fundraise for The Trust
Strong sales ability	This role involves selling products and gaining buy in from partnership contacts and senior leaders, must be comfortable with making asks
Relationship building	You will be managing relationships with Trust contacts at all levels, graduates to CEOs, volunteers and working closely with other departments
Project management	When working with multiple companies, on a number of initiatives at any one time, you need to prioritise and time manage effectively
Positive and Solution Focused	Fundraising in the current climate requires a can-do, proactive attitude
Experience	Why do we need this?
Project leadership	Motivating and supporting partners through challenges requires a confident and solution focused attitude
Fundraising experience	Knowledge of what it takes to put on a successful fundraising event, and how to increase profit and raise as much as possible
Presenting to large audiences	Presenting to internal and external audiences will be a big part of this role
Proven ability to meet targets	In this role you will be working to targets, must be driven by setting goals and setting a plan to meet and exceed them

WE WOULD LOVE IT IF YOU COULD DO THIS

Experience	Why do we need this?
Knowledge of employee engagement practices	Informed on trends and successes across the charity sector in employee fundraising initiatives
Raiser's Edge Proficient	In this role you will be required to accurately track and forecast income on Raiser's Edge and keep clean data on participants

WHAT DO WE EXPECT FROM YOU?

OUR VALUES

Our values are at the heart of everything we do – they articulate who we are and how we work together to achieve our aims to help young people.



Inspiring
We lead by example



Approachable
We are open minded and value diversity



Empowering
We enable positive change



Non-Judgemental
We focus on the potential, not the past



Passionate
We are absolutely committed to supporting young people

Here at The Prince's Trust, we're committed to equality, diversity, and inclusion. We want to be an organisation that's representative of the communities we serve, which is why we strive for diversity of age, gender identity, sexual orientation, physical or mental ability, ethnicity, and perspective. Our goal is to create an environment where everyone, from any background, can be themselves and do the best work of their lives.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by PT CAN (our Cultural Awareness Network), PT GEN (Gender Equality Network), PT DAWN (Disability & Wellbeing Network) and Pulse (LGBTQIA+ Network). For more information, [click here](#).

OUR BEHAVIOURS

We expect certain behaviours from you about how you interact with colleagues, our partners, young people & the public. As someone who works at a technical lead or head of level, we would expect that you live these behaviours.

Leading by Example	Continuous Improvement	Effective Communication	One Team	Delivering Results
<p>You inspire others through passion for what we do</p> <p>You keep young people and our end goal in mind</p> <p>You instil trust in others through consistency, professionalism and being accountable for team success</p> <p>Resilient and determined in the face of challenges</p> <p>You're authentic, bringing unique talents to work and encouraging others to do the same</p> <p>Role models integrity and acts according to our Values</p>	<p>You understand the internal & external factors that demand change and innovation from The Trust</p> <p>You lead change processes with skill & positivity and help others see the benefits and opportunities</p> <p>You take an entrepreneurial approach to improve how we do things</p> <p>You take steps to further own development, coaching others to do the same</p> <p>You encourage a culture of constant improvement</p> <p>You role model a positive & constructive approach to giving and receiving feedback</p>	<p>You're approachable, clear, and inspiring</p> <p>You effectively communicate information throughout The Trust</p> <p>You challenge the thinking of others and raise issues in a diplomatic, non-judgemental way</p> <p>You seek to understand multiple perspectives, listening to others' concerns or barriers before responding</p>	<p>You role model effective and mutually supportive teamwork with colleagues</p> <p>You bring the team together in pursuit of shared purpose</p> <p>You manage relationships with multiple stakeholders, gaining buy-in and balancing their different priorities</p> <p>You share knowledge and information</p> <p>You build a broad range of trusting relationships both across The Trust and externally</p> <p>You have a broad organisation knowledge and awareness of how actions in one team will affect others</p>	<p>You translate The Trust's vision into a vision for your own team, making long-term plans and setting goals accordingly</p> <p>You make decisions through establishing facts, considering consequences, and making sound judgements</p> <p>You address obstacles, finding workable solutions</p> <p>You set quality standards & challenge others to maintain them</p> <p>You empower the team and place trust in them to take ownership and deliver results</p> <p>You manage resources to maximise their impact and deliver results</p>

THE WELFARE OF OUR YOUNG PEOPLE

The Prince's Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of this commitment, we undertake basic disclosure checks in accordance with the Codes of Practice for all roles within the Trust, and for our roles working directly with young people, at an enhanced level. Having a criminal record will not automatically exclude applicants.