

# Breakthrough T1D Recruitment Pack



**We are the leading global type 1 diabetes (T1D) research and advocacy charity; we help make everyday life with T1D better while driving toward cures.**

Today, we are opening doors closed by a diagnosis of T1D. We do this by connecting the brightest minds and investing in the most promising research, campaigning for access to treatments and technology and supporting the T1D community. Tomorrow, we will make this condition a thing of the past.

"Breakthrough T1D provides a brilliant mix of passion, flexibility and a can-do culture that adds to an unwavering commitment to helping people with type 1 diabetes, which I couldn't get anywhere else! It's a brilliant place to work!"

Chris Bright, Community Partnerships and Events Lead

## Thank you for considering Breakthrough T1D



**Karen Addington,  
MBE**

Chief Executive  
Officer,  
Breakthrough T1D  
UK

We're delighted you're interested in joining us at such an exciting time in our mission. We're driving life-changing breakthroughs to improve lives today and bring us closer to a future without T1D. Thanks to the support of our community and dedicated colleagues like you, the pace of change is accelerating faster than ever.

As part of a global organisation, you'll be connected to an incredible network of researchers, advocates, and supporters who are breaking down barriers and opening up new possibilities for everyone affected by T1D.

Here in the UK, you'll be part of a passionate and collaborative team, united by a shared purpose. Your work, whether you're raising vital funds or supporting the T1D community in other ways, will directly help people live better, healthier lives while moving us closer to a world without T1D.

Thank you for wanting to be part of our team, your contribution will make a real difference.

## Our values:



### Stand as one:

Moving forward together by embracing different perspectives, backgrounds, and expertise.



### Act with purpose:

Staying true to the needs of our community and our organisation.



### Lead with kindness:

Always meeting people with empathy and support.

# Events Fundraiser

## Job Description

### DEPARTMENT

We are a vibrant, ambitious, and high-performing team at Breakthrough T1D, responsible for raising over £1.6 million annually through our flagship mass participation events. Our work is fast-paced, creative, and deeply rewarding — every event we deliver helps accelerate progress toward a world without type 1 diabetes.

As part of the wider Fundraising and Engagement Directorate, we work closely with colleagues across the organisation. Collaboration is at the heart of everything we do, and we're known for our energy, positivity, and commitment to excellence.

We pride ourselves on delivering exceptional stewardship and building strong, lasting relationships. Whether it's launching a new fundraising initiative or refining our supporter journeys, we approach every challenge with passion and purpose.

### PURPOSE OF THE ROLE

To support delivery of a portfolio of fundraising events owned by Breakthrough T1D to grow our fundraising income and open up new opportunities., Working with the Senior Active Events Manager on project management, recruiting and stewarding participants, event operations and delivery “on the day” and evaluation.

To support the Senior Active Events Manager in developing new events as needed, conducting research and identifying gaps in the portfolio; and to assist with adapting existing events to keep pace with developments in the sector and changing supporter interests and behaviour.

### KEY RESPONSIBILITIES

- To support the delivery of the Breakthrough T1D bespoke event portfolio, maximising income and identifying opportunities for new events as needed, conducting market research and supporting their development.
- Manage from start to finish Breakthrough T1D virtual challenge campaigns using the online platform GivePanel; Breakthrough T1D 400,000 Step Challenge, February Run Challenge & August Push-Up Challenge.
- Lead on the smaller flagship One Walk events in various locations, producing all required event documents and applications.

#### JOB TITLE:

Events Fundraiser

#### STATUS:

Permanent

#### HOURS:

35 hours per week (Breakthrough T1D operates a flexible working hours policy)

#### SALARY:

£31,800 per annum

#### HOLIDAY:

25 days plus statutory holidays (increasing with years of service)

#### LOCATION:

Hybrid working Part London office-based and part home based. The post holder will work a minimum of one day a week in the office

#### REPORTS TO:

Senior Active Events Manager

#### DIRECT REPORTS:

N/A

#### KEY INTERNAL

##### RELATIONSHIPS:

Wider Fundraising Team, Marketing Team, Communications Management Team, Finance Team, Events and Supporter-Led team

#### KEY EXTERNAL

##### RELATIONSHIPS:

Breakthrough T1D supporters, agencies, suppliers, platform hosts and senior level contacts

# Events Fundraiser

## Job Description

### KEY RESPONSIBILITIES

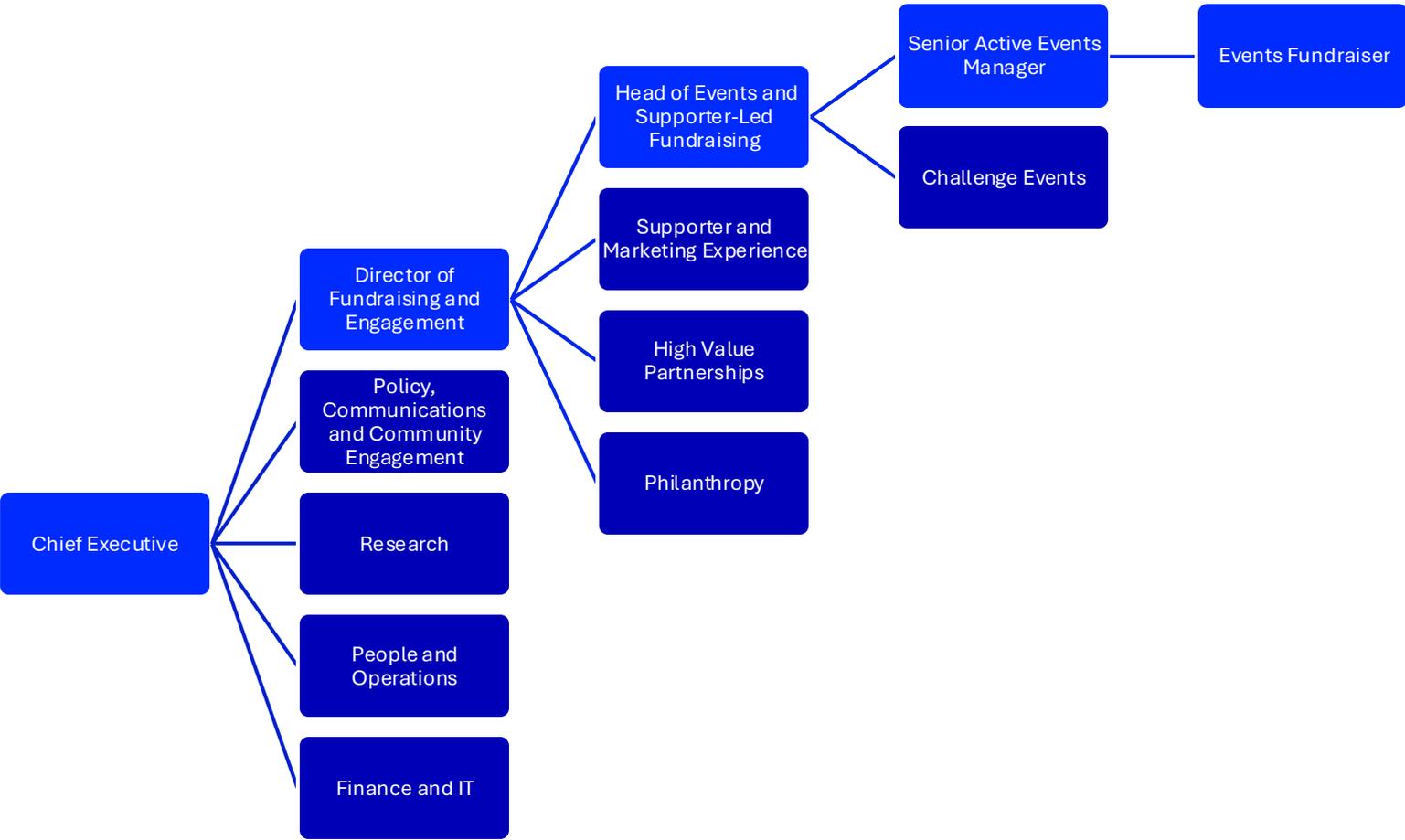
- To develop relationships with event providers, suppliers, sporting and celebrity contacts and peer charities in the charity events space.
- To plan and implement exceptional supporter stewardship journeys to engage Active events participants. Providing exceptional customer care and motivating them to raise funds and building a supporter journey that will help Breakthrough T1D build relationships with these supporters.
- To support the delivery of event KPIs such as recruitment targets, while working to income and expenditure budgets set by the Active Events Manager.
- To engage and steward sports events participants in the digital space, particularly on social media and fundraising platforms used for recruiting participants to events.
- To support with the recruitment, stewardship and on the day management of volunteers across the team's portfolio.
- To work across teams with colleagues to develop supporting materials for events, ensuring marketing requirements such as event plans and Marketing plans are briefed in accurately and on time.
- To support the development of the existing events portfolio and identify new opportunities as needed, conducting market research and supporting their growth.
- To work with the Active Events Manager to identify, document and mitigate risk, both physical and financial, relating to sports fundraising activities
- To work within the framework of relevant legislation and good practice guidelines for fundraising activity, including complying with requirements of GDPR and other regulations applicable to active events and supporter data.
- To undertake other duties consistent with the post.
- To assist the rest of the Events and Supporter-Led team where necessary on certain tasks.
- To attend fundraising events and activities outside of normal working hours, including weekends and Bank Holidays when required.

### EQUAL OPPORTUNITIES

Breakthrough T1D is an equal opportunity employer and does not discriminate against employees for job applications on the basis of race, sexual orientation, religion, colour, sex, age, national origin, disability or any other status or condition protected by applicable law. This policy extends to but is not limited to recruitment, selection, remuneration, benefits, promotion, training, transfer and termination.

Breakthrough T1D is the operating name of Juvenile Diabetes Research Foundation Limited, a registered charity No. 295716 (England and Wales) and SC040123 (Scotland).

# Events Fundraiser Department Organogram



# Events Fundraiser Person Specification

| Person Specification |  |
|----------------------|--|
| Criteria             | Essential  |
| Experience:          | <ul style="list-style-type: none"><li>• Experience in either an events fundraising or events-based role.</li><li>• Some project management experience.</li><li>• Experience of working to budgets and plans.</li><li>• Experience of working as part of a high performing team.</li></ul>  |
| Skills:              | <ul style="list-style-type: none"><li>• Ability to work under own initiative and cooperatively as part of a fundraising team.</li><li>• Skilled at developing and maintaining internal and external working relationships.</li><li>• Ability to work well under pressure, prioritise workload and meet tight deadlines.</li><li>• Excellent organisational skills and attention to detail.</li></ul> |
| Style of working:    | <ul style="list-style-type: none"><li>• Supporter-focused</li><li>• Outgoing, confident, friendly, positive and professional</li><li>• Personable with the ability to build and maintain relationships</li><li>• Determined and confident</li></ul>  |
| Other:               | <ul style="list-style-type: none"><li>• Flexibility and willingness to work some unsocial hours.</li></ul>   |

# Employee Benefits



## As an employer we offer:



Hybrid working arrangements



Pension scheme



Season ticket and cycle loan



Generous annual leave entitlement – 25 days per year plus bank holidays for full-time staff with leave increasing after three and five years' service



Health cash plan that allows you to claim for some treatments such as dental, optical and physiotherapy treatment



Flexible working and will consider compressed hours



Family-friendly policies – maternity, paternity, adoption and shared parental leave at enhanced rates



Personalised training to suit your career aspirations and professional development