Recruitment pack



Events Fundraising Manager

Permanent

Target Ovarian Cancer

Closing date: 18th November 2026 at 23:59

What you need to know about the role

Job title: Events Fundraising Manager

Reports to: Head of Public Fundraising

Location: We currently offer a hybrid-working model. This means you may usually work from your home or remote location but are expected to attend meetings and pay for your own travel to the office in London Bridge when required.

Hours: Full-time 35 hours per week, Monday to Friday. The charity has a core hours policy with core hours of 10am – 4pm and flexibility around remaining hours.

Salary: £37,000 - £40,000 (depending on experience)

Show The Salary

About Target Ovarian Cancer

At Target Ovarian Cancer, we target what's important to stop ovarian cancer devastating lives.

We give trusted information, to help people ask questions and make decisions that are right for them. We connect people with shared experiences, and we support families every step of the way.

We stand together as a powerful community for everyone facing ovarian cancer across the UK, sharing stories and raising voices, to make sure that ovarian cancer becomes a health priority.

We know that early diagnosis saves lives, so we work closely with GPs who are at the heart of this, to help them diagnose ovarian cancer faster and earlier – giving everyone the best chance of living.

And our investment in research to find new, better and more targeted treatments means that everyone can live with hope for their future.

We're fighting for a world where everyone with ovarian cancer lives, and we're targeting what's important - symptoms awareness, early diagnosis, better treatments and support for all.

Our values

Learn about the values we expect from ourselves and each other, at every level of the organisation, every day.

> My favourite thing about working at Target Ovarian Cancer is definitely the people – it's an absolute pleasure to be part of such a passionate and dedicated team who are super friendly and fun to work with!"
>
> **– Helen, Head of Public Fundraising**



Supportive

Working together to be there for women with ovarian cancer and their families.



Expert

Bringing together the knowledge, skills and experience to succeed.



Pioneering

Constantly pushing boundaries, innovating and working to be the very best we can be.



Empowering

Helping people to achieve their goals.



Passionate

Women with ovarian cancer are at the heart of everything we do.



Impactful

Delivering the changes that women with ovarian cancer and their families need.

Specific responsibilities

About this role

This is an exciting new role in our small but mighty Public Fundraising team. This role leads Target Ovarian Cancer's events fundraising portfolio and sets its strategic direction across three event types: third-party challenge events (including bought places and promoted challenges), owned mass-participation events and engagement events. The postholder owns the portfolio's budgets, KPIs and return on investment (ROI), researches and develops new event opportunities, optimises the existing portfolio, and designs the stewardship and supporter journey that grows lifetime value and repeat giving.

This is a strategic role with a significant hands-on delivery element. The postholder line-manages the Senior Events Fundraiser and the Public Fundraising Officer and attends events UK-wide as the senior appointed person responsible for health, safety, risk and safeguarding.

As well as having all the necessary experience to meet the person spec of the role, we're looking for someone curious, innovative and supporter-centric. As we launch a new fundraising strategy, we're moving from a traditional income-stream-led approach to one that puts audiences at the heart of our work. We don't have all the answers, so we need someone ready to test new ideas, learn from failure and help shape what comes next. If that sounds like you, we'd love you to join our team.

1st Interviews will be held online on Monday 23rd November

2nd interviews will be in person at our office in London Bridge on Wednesday 25th November

Specific responsibilities

Leadership & People Management

- Lead, inspire and manage two direct reports, supporting their development and keeping their performance on track to maintain a high-performing team.
- Take an active role in the Fundraising and Engagement Department and Public Fundraising management team and contribute to the development of the wider Public Fundraising team.
- Embed a culture of curiosity, feedback and continuous improvement.

Events Portfolio Leadership

- Using data and insight, design and deliver a strategy that maximises ROI across the events portfolio: third-party challenge events (including bought places and promoted challenges), owned mass-participation events and engagement events.
- Research, evaluate and launch new event opportunities, and optimise the existing portfolio.
- Lead Target Ovarian Cancer's owned mass-participation outdoor events, growing participant numbers and value per head.
- Design and deliver a series of engagement events that attract new audiences and retain existing supporters.
- Grow the value of the portfolio through a test-and-learn approach, evaluating all activity in a timely way and implementing recommended improvements.
- Design and implement the supporter journey and stewardship experiences that cultivate repeat giving and grow lifetime value from the events audience.
- Promote events to colleagues across the organisation to grow income from their audiences.

Budgets, Performance and Insight

- Own and manage the portfolio's income and expenditure budgets, providing regular performance updates to leadership.
- Set KPIs for every event, monitor them regularly and share performance reviews with relevant stakeholders.
- Create dashboards and reports that analyse the performance of the events portfolio and the audiences who take part.
- Work with the wider team to update and implement data processes, maintaining accurate records in Raiser's Edge CRM.

Specific responsibilities

Event Delivery, Partnerships and Risk

- Oversee the planning and delivery of owned mass-participation and engagement events, ensuring they run safely and smoothly.
- Build and retain a network of volunteers to support event delivery.
- Build and maintain strong relationships with event partners, organisers and suppliers, negotiating terms where appropriate.
- Attend relevant events as the senior appointed person responsible for health, safety, risk and safeguarding. This includes UK-wide travel, overnight stays and unsocial hours, compensated with time off in lieu.
- Identify and manage risk in a timely way, implementing mitigations where required.
- Ensure all event activity meets the relevant requirements for data protection, safeguarding, health and safety and risk, and complies with organisational policies and all other necessary standards.

Contributing to our culture

In addition, all colleagues are expected to:

- Role model our culture by creating a welcoming and inclusive environment for all colleagues, working collaboratively and taking accountability.
- Proactively raise misalignment to the strategy or inefficiency.
- Highlight opportunities to capture high-quality data for insight and suggest ways to achieve this.
- Apply and role model the charity's approach to open, regular, well delivered feedback.
- Flag risks and follow processes to manage risk.
- Undertake any other responsibilities as required

Due to nature of the role, you will sometimes be required to work outside of office hours and there may be occasional travel across the UK. This will be recompensed with time off in lieu (TOIL)

Person specification

The best person for this role will have experience of:	Essential	Desirable
Project managing and leading a portfolio of fundraising events.	X	
Setting and reforecasting income and expenditure budgets, and reporting against KPIs and ROI.	X	
Line-managing and developing staff, including setting objectives and personal development plans.	X	
Evaluating portfolio performance and using insight and evidence (both internal & external) to make data led decisions.	X	
Planning and delivering engagement events across a variety of different channels, including in person.		X
Using a CRM / Database to create and manage events		X
Recruiting, training and retaining volunteers to support event delivery.		X
The best person for this role will have the skills to:	**Essential**	**Desirable**
Plan and deliver multiple events concurrently to deadline and budget.	X	
Grow, optimise and innovate our events activity	X	
Negotiate and secure favourable terms with event partners and suppliers.	X	
The best person for this role will be (behaviours):	**Essential**	**Desirable**
Passionate about events fundraising	X	
Supporter-centred — puts the supporter experience at the heart of every decision.	X	
Resilient and flexible — willing to travel UK-wide and work evenings, weekends or unsocial hours as events require.	X	
Proactive and solutions-focused — takes initiative to identify and resolve risks before they escalate.	X	
Committed to continuous improvement — embraces a test-and-learn culture and acts on evaluation findings.	X	
Genuinely motivated by Target Ovarian Cancer's cause and mission.		X
The best person for this role will be qualified in:	**Essential**	**Desirable**
No specific qualifications required	N/A	N/A

Benefits

Holidays

Staff start with 25 days' annual leave entitlement, rising to 27 days after one year's service and 30 days after two years' service and also receive statutory public holidays. This is pro- rated for part time staff.

Employee assistance programme

All members of staff, their partners and any dependants between the ages of 16 & 24 in full time education, have access to a free and anonymous service providing information, expert advice and specialist counselling to deal with a wide range of issues staff may encounter in their personal or work lives.

Health Service Discounts

All Target Ovarian Cancer staff are eligible to sign up to the NHS Health Service Discounts website as healthcare-related charity staff and receive discounts on shopping, insurance, mobiles, and more!

Volunteering

All staff are encouraged to volunteer at Target Ovarian Cancer events at least twice a year. Time off in lieu is given for these volunteering times when staff volunteer out of working hours.

Pension

5 per cent employer contribution.

Meet the team

"I was made to feel so welcome by everyone at Target Ovarian Cancer from my very first day, and that support has definitely continued. The hybrid working model works well, but there are still plenty of great opportunities for us all to meet in person. Everyone has a really strong understanding and passion for our work and what we're here to achieve, and it's fantastic to be a part of that."

- Sinead, Fundraising Manager

Benefits



Interest-free season ticket loan

Allowing staff to spread the cost of annual public travel to and from the office over a set period of time.



Childcare vouchers

Available to those already on the childcare voucher scheme.



Buddy system

All new starters are allocated a buddy to help welcome them into the charity and support them in settling in.



Hybrid working

Our hybrid working policy means staff may usually work from their home or remote location, and are expected to attend meetings and pay for their own travel to the office in Angel, London when required.



Social committee

Target Ovarian Cancer's social committee organises fun social events creating a sense of togetherness and wellbeing among our valued staff.



Flexible working

Our standard full-time working week is 35 hours. We make every effort to support flexible working requests where possible (we respect people's different working preferences and the need for a healthy work-life balance).

Equal opportunities

Target Ovarian Cancer is committed to the promotion of equal opportunity 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.

How to apply

Please download and read the recruitment pack, then click Apply to complete your application. You'll need to upload your CV and cover letter and answer the application questions for this role.

Please also complete this Equal opportunities monitoring form (CTRL+click to complete) Please submit your application by 23:59 on Wednesday 18th November 2026.

If you would like to receive a paper copy of the recruitment pack, please call 0207 923 5470 or email jobs@targetovariancancer.org.uk with the address you would like us to post it to.

We want to make our recruitment accessible to all, if there is a way we can support you in your application, please contact us at jobs@targetovariancancer.org.uk.

Target Ovarian Cancer is a company limited by guarantee, registered in England and Wales (No. 6619981).
Registered office: 10-18 Union Street, London, SE1 1SZ. Registered charity numbers 1125038 (England and Wales) and SC042920 (Scotland).

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