



## Fundraising Manager

<b>Salary:</b>	£33,772-£35,839
<b>Hours:</b>	Full time, with early Friday finish
<b>Contract:</b>	Permanent
<b>Location:</b>	Hybrid between London Bridge office and working from home
<b>Deadline:</b>	Monday 15 <sup>th</sup> July, 9am
<b>Start date:</b>	August onwards

We are seeking a Fundraising Manager with experience of building relationships with trusts and foundations to join our small and ambitious fundraising team. You will play a key role in engaging supporters to empower disadvantaged young people on their education and career journeys.

### About Future Frontiers

At Future Frontiers, we support young people from disadvantaged backgrounds to realise their potential at school and achieve post-16 qualifications that build towards secure, fulfilling employment.

In partnership with schools, businesses and supporters, we deliver an evidence-based programme of career coaching and 1:1 guidance for young people when they are in Year 10 and 11. This year, we are working with 3,000 young people across Greater London.

Our five-year strategy for 2021-26 is focused on ensuring that our programme achieves meaningful long-term impact at the post-16 transition, transforming the life-chances of disadvantaged young people. You can find out more about our pupil journey and impact so far in the [Annual Impact Reports on our website](#).

We are particularly interested to hear from candidates who have lived experiences relatable to our young people.

### The role

We are seeking a Fundraising Manager with a passion for our mission who will build relationships with donors to the charity - especially charitable trusts and foundations - and help to secure a significant proportion of the charity's income. This is key to delivering the Future Frontiers programme and making a lasting difference for disadvantaged young people on their education and career journeys.

The successful candidate will report to the Senior Fundraising Manager and focus on building meaningful, long-term relationships to secure 4-5+ figure gifts over the coming years.

You will be confident in proactively engaging with existing and prospective funders, including attending meetings and phone calls. You will write high-quality applications and deliver excellent supporter engagement, including tailored reports and case studies.

There is the potential for line management responsibility in this role.

Whilst your primary focus will be on major giving, the Fundraising team also works with our Partnerships team to engage volunteer fundraisers through our corporate partnerships and 'Stay Connected' community.

## Your responsibilities

### Build lasting relationships with supporters

You will develop an in-depth understanding of existing and potential supporters to provide tailored relationship management, including engagement opportunities, to build towards significant gifts over multiple years.

### Develop and manage a portfolio of supporters

You will work closely with our Fundraising Coordinator to identify charitable trusts and foundations that have the potential to support Future Frontiers for the first time. You will effectively qualify and engage with prospects to build a pipeline for the coming years, matching prospects with appropriate asks.

### Write applications for funding

You will write compelling applications for funding that are tailored to each recipient and make a convincing case for how their support will make a difference for disadvantaged young people.

### Report on impact

You will deliver high quality reports that are tailored to each recipient and demonstrate how their funding has made a difference for disadvantaged young people. You will plan and deliver case studies to convey the difference made by supporters.

### Record-keeping

You will ensure that key information about our fundraising activity is stored appropriately and with high attention to detail.

## About you

### Experience

- **Managing relationships with trusts and foundations, or similar transferable skills from a sales/fundraising background (essential):** Experience of applying to and stewarding trusts and foundations to secure 4+ figure gifts over multiple years.
- **Identification and cultivation of new business (essential):** Experience of independent research and cultivation to develop a pipeline of trusts and foundations.

### Skills and competencies

- **Passion for Future Frontiers' mission:** You are motivated to play a role in empowering disadvantaged young people to realise their potential.
- **Relationship management:** You can develop strong relationships with internal and external stakeholders; you can effectively collaborate with and influence others.
- **Communication:** You can actively listen, and you can present detailed information clearly, concisely and compellingly when writing and speaking.
- **Attention to detail:** You demonstrate high levels of perception and accuracy, and maintain excellent record keeping.
- **Planning and prioritisation:** You can organise your work to manage evolving priorities - with consideration of others' input and needs.
- **Curiosity:** You are interested in understanding supporters individually and developing your fundraising practice.

## What we can offer you

- Annual leave of 27 days plus bank holidays, increasing with service
- Flexible working with regular working from home as standard, 4pm finish on Fridays
- Annual personal training and development budget of £300
- Employee Assistance Programme, including counselling
- Team building offsites and regular team socials throughout the year
- Additional parental leave pay and additional childcare leave for child's first 2 years

## Equal opportunities, diversity and inclusion

Here at Future Frontiers we are dedicated to the practice of equal opportunities. The principles of it underpin our mission and we treat all employees, volunteers, clients and young people as individuals. We believe in having an open and inclusive culture that champions diversity in all its forms, including disability, culture, race, gender, sexual orientation, age, life experiences, socio-economic background, and religion.

We encourage everyone to apply for our roles. If you would like to talk to us about working at Future Frontiers in advance of your application, particularly regarding diversity, we strongly encourage you to contact us via email and we will arrange a call. We'd love to hear from you.

We are particularly interested to hear from candidates who have not been to university or who have lived experiences relatable to our young people.

## How to apply

- To apply, please fill out [our application form](#) by answering these questions and attaching your CV.

1. Please tell us why you want to work at Future Frontiers. What is it about us that excites you? (Max. 1,500 characters)

*Strong answers will tell us why we appeal to you personally and why you are motivated to work for us.*

2. Please tell us how you meet the two essential experience criteria given in the job description. (Max. 2,000 characters)

*Strong answers will factually and succinctly demonstrate your relevant experience.*

3. Please tell us how you would approach the following scenario: You have been tasked with building a pipeline of trusts and foundations that have not previously supported the charity in order to secure grants within the next 1-2 years. How would you approach this? (Max. 2,000 characters)

*Strong answers will provide a clear overview of factors you will consider and actions you will take.*

- **Deadline: Monday 15<sup>th</sup> July, 9am**
- Initial interviews via Teams will be held on **Wednesday 24<sup>th</sup> July 2024**
- Final, in-person interviews are expected to be held on **Tuesday 30<sup>th</sup> July 2024**

The successful candidate will be required to undergo a DBS check and reference checks.

**Our vision is a society where equal access to education and career opportunities enables potential to overcome poverty. This is an exciting role where your input will help disadvantaged young people to achieve their potential in their education and future careers.**