JOB DESCRIPTION			
Job Title	Fundraising Manager	Job Holder	Vacant
Author	Emily Coyne	Date Created	05/11/2026
Format	Permanent	Hours	P/T (21 hours per week)

OUTLINE DESCRIPTION OF ROLE

TreeSisters is a global movement for a greener, more equal future, rooted in restoration, protection, and reconnection with the Earth. In partnership with local women and Indigenous communities, we have already planted millions of trees, restoring some of the world's most precious forests and ecosystems. But planting is only the beginning. Our work champions the Rights of Nature, uplifts those on the frontlines of climate change, and seeks to rebuild humanity's relationship with the living world, because this disconnection lies at the very heart of the crises we face.

As Fundraising Manager, you will be working on the whole mix of Fundraising streams. You will play an integral role in planning and implementing fundraising campaigns and activities. Your main focus will be individual giving, including monthly giving, matched campaigns and mid-major relationship building. You may also be involved in supporting community-based fundraisers and events, working with business partners and commercial participators, developing strategies for legacy, and grant and trust funding. You will ensure that all activities are ethical, compliant and adhere to the relevant codes of practice.

This role would suit someone who has a fundraising qualification or generalist fundraising experience, desirably within the environmental field (or with a keen interest in this field) and who has a passion to develop their skill set across the fundraising mix.

Reporting to the Executive Director and liaising with other team members as required.

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1	**Fundraising management** • Support the development and implementation of the Fundraising Strategy in collaboration with Leadership and the wider team • Develop individual giving through all channels, including acquisition, engagement and stewardship • Ensure that the Salesforce CRM is kept updated and all data is input accurately
2	**Fundraising development** • Develop, implement and review digital fundraising campaigns • Respond to fundraising queries related to individual giving, monthly giving, mid-major gifts, business partners, commercial participators, and legacy giving • Develop and implement a fundraising communications timeline in collaboration with the Communications Manager • Develop and implement a positioning plan in collaboration with the Communications Manager to enable funders to more easily find TreeSisters • Contribute to the planning and implementation of online events, and in particular, ensure that appropriate follow-up is undertaken for attendees
3	**Relationship management** • Build strong relationships with givers, partners and supporters • Deliver excellent stewardship to encourage long-term engagement and repeat giving • Work collaboratively with the Restoration Team to identify stories and statistics to communicate with givers, partners and supporters
4	**Other duties** • Support the Leadership Team with other fundraising activities, for example, legacies, business partners, and trusts and grants • Adhoc duties and administration as and when required

Person Specification Unless otherwise noted as *desirable*, all skills are *essential.*	
1	**Qualifications and experience** • Minimum 5 years' fundraising experience in the charity sector • Experience within the environmental field (or with a demonstrable interest in this field) • Proven track record of successful fundraising, particularly in individual giving • Experience in managing stakeholder relationships
2	**Knowledge** • Strong working knowledge of the use of donor databases and payment platforms (Salesforce desirable) • Strong knowledge of fundraising best practice, particularly in individual giving • Knowledge of Google Workspace and Monday Project Management (desirable) • Understanding of the issues of conservation and colonialism (desirable) • Understanding of gender equity challenges and mitigation steps (desirable)
3	**Skills and Abilities** • Takes ownership and possesses a flexible 'can do' mindset • Excellent collaboration and interpersonal skills • Highly competent organisational and time management skills, with the ability to prioritise workload and meet deadlines • Excellent verbal and written communication skills • Capacity to connect with people across different cultures • Strong at digital collaboration, with experience in remote working and proficiency in virtual meeting and messaging platforms (Slack and Zoom experience desirable) • Proven ability to solve problems and complete whole projects independently • Self-motivation and accountability, with a strong ability to stay focused, manage your own schedule, and meet deadlines whilst working in a completely remote team • Ability to demonstrate Nature-centric practices (desirable)