

## Human Trafficking Foundation Fundraiser

**Salary:** £30,000 FTE

**Employment Type:** Part-Time (2 days per week)

Up to one-year fixed term contract

Option for Consultant or Staff Position

**Closing Date:** Friday 21<sup>st</sup> February 2025

The Human Trafficking Foundation (HTF) is looking for an experienced fundraiser to play a pivotal role in securing funding from trusts, foundations, and other philanthropic sources. This role is essential in ensuring the long-term sustainability of HTF's vital work in responding to human trafficking and modern slavery. The ideal candidate will have a proven track record in successful bid-writing, a strong interest in HTF's mission, and the drive and organisational skills to thrive in a small, dynamic, and highly effective team.

### About:

The Human Trafficking Foundation (HTF) grew out of the All-Party Parliamentary Group on Human Trafficking and Modern Slavery and is the conduit for the anti-slavery sector, bridging the gap between policy and practice. HTF has three main objectives:

- To shape policy and legislation by equipping parliamentarians and policy makers, lead government departments, local authorities, police and statutory agencies to better understand the extent and nature of human trafficking, and the need to adjust rapidly to changing trends;
- To provide a sustained and collective voice amongst NGOs, civil society, and voluntary organisations fighting modern day slavery so that short-comings in current policy can be identified and addressed, and how that can best be tackled; and
- To identify opportunities for new and different types of intervention within the rapidly evolving landscape of human trafficking

### Our Values:

- We facilitate both inclusive and collaborative working, welcoming all perspectives to find common ground in order to tackle human trafficking.
- We learn from all partners and equip anyone involved in anti-trafficking with knowledge to bridge gaps and create change.
- We elevate all voices equally and identify opportunities to evolve the response to human trafficking.

### Key responsibilities:

#### Research and Identify Funding Opportunities:

- Proactively identify relevant trusts, foundations, and grant-making bodies aligned with HTF's mission
- Cultivate connections with prospective trusts and donors
- Develop a strong pipeline of funding prospects

#### Bid-Writing and Grant Applications:

- Craft compelling, high-quality tailored funding proposals and grant applications
- Ensure applications align with funders' priorities and HTF's strategic objectives

- Maintain accurate records of fundraising efforts and communications

**Relationship Management:**

- Build and maintain relationships with key funders and donors
- Work with the Director of Operations to provide timely updates and reports to funders, demonstrating the impact of their support

**Financial Planning and Forecasting:**

- Work with the Director of Operations to develop financial forecasts and funding strategies
- Track income targets and report on fundraising progress

**Person Specification**

We are seeking a proactive fundraising professional who will understand HTF's unique work in order to develop targeted funding applications and ensure HTF's long-term financial sustainability. The ideal candidate will have:

**Essential:**

- Proven experience in trust and foundation fundraising with a successful track record in securing grants
- Strong bid-writing skills with the ability to craft compelling and persuasive proposals tailored to the interests of the specific funder and the needs of HTF
- Experience in developing and managing a funding pipeline
- Ability to build and maintain relationships with funders and stakeholders
- Excellent communication and organisational skills
- Ability to work independently, manage multiple deadlines, and demonstrate initiative

**Desirable:**

- Strong financial acumen, with experience in budgeting, forecasting, and financial reporting
- Knowledge of the anti-trafficking and modern slavery sector
- Experience in fundraising for policy-focused or non-frontline charities

**Further Information:**

- Open to consultants or applicants seeking a staff role
- Part-time post, two days a week
- Up to one-year fixed term contract to be agreed with the successful applicant
- Probation period is six months
- Remote or London Office (Hybrid working available)
- Reporting to the Director of Operations
- Applicant must have the right to work in the UK and will be subject to DBS check
- FTE 21+3 days' holiday and 8 bank holidays, 6% employer pension contribution for staff

To apply, please submit a covering letter, (no more than one page in length) detailing how you meet each of the requirements in the Person Specification and why you are right for this role, along with your CV to [info@humantraffickingfoundation.org](mailto:info@humantraffickingfoundation.org). Please include your full name in the file name when saving both the cover letter and CV.

**Application deadline:** Friday 21<sup>st</sup> February. Early applications may lead to early consultation. Unfortunately, we are unable to provide feedback on application forms. **No Agencies Please**