



Post: Fundraising Manager

Salary: Manager - £31,115 to £35,155 FTE depending on experience

Contract type: full time (37.5 hours per week), permanent -

Location: central Huddersfield, post not suitable for remote working

We are looking to recruit an experienced Fundraising manager to take on the well established fundraising of our organisation and further drive the growth of our donations and income base. The role will manage our communications, website and social media channels increasing engagement with key audience groups.

The successful candidate will be motivated, creative, highly organised and a confident and effective communicator and strong team player.

Key responsibilities:

- To lead on developing and delivering The Welcome Centre's fundraising and marketing activities. Managing communication and social media channels
- To increase the profile of The Welcome Centre for the purposes of raising funds, increasing donations of stock, and supporting the recruitment of volunteers.
- To ensure the local community is aware of The Welcome Centre and its work, and that The Welcome Centre's image is a positive one.
- To maintain systems for recording, analysing, and processing donations.
- To network with local businesses, voluntary organisations, and community groups, to maintain existing relationships and develop new ones.
- To identify and successfully apply for grants, bids and funding applications

The Welcome Centre is committed to safeguarding its service users and expects all staff and volunteers to share this commitment. Appointment will be conditional on an enhanced Disclosure and Barring Service (DBS) check being obtained.

About The Welcome Centre

The Welcome Centre is an independent charity providing crisis support in Huddersfield, West Yorkshire. We run a large food bank operation providing practical support. We also have an in-house Advice, Guidance & Support team who work with the people accessing our food bank to help improve their longer term circumstances. Each year we support thousands of people in crisis in our community.

We have a small staff team working across two sites in Huddersfield, supported by more than 100 volunteers. We rely on the generosity of our community and partners to support our work.

You can find out more about The Wellcome Centre and our team at:
www.thewelcomecentre.org

Benefits of joining our team

- Enhanced contractual leave
- Enhanced sick pay
- Enhanced maternity/paternity/adoption/shared parental leave pay
- Ongoing professional development opportunities
- Access to Employee Assistance Programme
- Access to Mentoring Programme
- Potential to buy/sell contractual leave

Next steps

Please visit **INSERT WEBPAGE** to download an application pack for the role. Application packs include a full Job Description and Person Specification for the role, and The Wellcome Centre's Strategic Plan and Annual Report.

If you would like more information about this role, please email jill.knowles@thewelcomecentre.org (Acting Chief Executive) to arrange an informal telephone discussion.

To apply, please submit your CV and cover letter to jill.knowles@thewelcomecentre.org.

- **Closing date for applications: 27th May 2024**
- **Interviews: successful candidates will be invited to interview in early June.**