

# Fundraising Manager Corporate and Events

## Applicant Pack



# Welcome to LTSB

## Thank you for considering working with us at LTSB.

It is an exciting time to join the charity as we embark on a new five year strategy. If you are passionate about social mobility and motivated by supporting young people living in some of the UK's most deprived areas, this could be the charity for you!

To apply to be our **Fundraising Manager**, please submit a CV and a personal statement (no more than three pages total) outlining how you fit the person specifications and why you feel you can contribute to LTSB's work.

Apply [here](#) by 5pm, Wednesday 1st May 2024. Interview dates TBC.

If you are interested in discussing the role or the charity in advance of applying, please contact our Employment & Opportunities Director, Debs Barlow, on [debs@ltsb.charity](mailto:debs@ltsb.charity).

**Good luck!**



Rob Burton,  
CEO, LTSB

### Our four key aims are:

- **Promoting** opportunities to those from under-represented backgrounds
- **Preparing** young people for the workplace, and the workplace for young people
- **Placing** candidates in careers, stewarding and contextualising their application
- **Providing** pastoral care - a support network for the first year of their career.



# About Us

**LTSB is a social mobility charity that works with bright young people from disadvantaged backgrounds, ensuring they find meaningful, skilled careers – and that companies get positive, effective staff who can make a difference from their first day.**

We don't just get young people jobs. We launch careers. When diverse talent is given preparation and support, they *thrive* – and longer term, that means more representative management which can better train and retain a more representative workforce. This is a charity that makes a lasting impact, both for our young people and their families, but for our employers too.

Since 2012, over 1500 young people have been on our bootcamps:

- 86% have completed and 99% would recommend our programme
- 74% of those who complete have started careers in companies like NatWest, RSM, BDO and BKL
- and of those, 89% are still in their role after 12 months.

For more, see: [www.ltsb.charity/impact](http://www.ltsb.charity/impact)

## Our Values

**We are BOLD.**

- **BESPOKE:** using our authority and expertise to meet the specific needs of our stakeholders.
- **OPEN-MINDED:** respecting young people's unique differences and seeing their potential.
- **LEADERS:** enabling social mobility by challenging discrimination and inequality.
- **DETERMINED:** committed to empowering long term change.

**We are a small team and who you are is just as important as what you do. As an equal opportunity employer we are looking for people from all walks of life, if you are unsure as to whether that's you, talk to us.**



# Job Description

<b>Job Title:</b>	Fundraising Manager – Corporate and Events
<b>Reporting to:</b>	Director of Income Generation
<b>Salary:</b>	£35,000 - £40,000 depending upon experience
<b>Hours:</b>	37.5 hours per week
<b>Location:</b>	Birmingham, Liverpool, London, Manchester
<b>Closing Date:</b>	1st May 2024

## About the role

LTSB has grown significantly over the past few years. Our work is only possible with the generosity and commitment of our supporters. You will be joining our fantastic Fundraising team who work with trusts, foundations, institutions, companies, and individuals to ensure the charity has the funds and relationships necessary to achieve our aims.

This role will be responsible for managing existing corporate partnerships, developing new corporate relationships, and developing and delivering an events programme. Events is a relatively new area for the charity and we anticipate the events programme will, in the main, support our corporate partnerships and provide a varied package of engagement opportunities for our growing base of employee volunteers. These, and other events, will help raise vital funds as well as networking and new business development opportunities.

We're looking for someone who has experience of a similar role/s. You will have great people skills and have experience of building and maintaining strong relationships. You will be enthusiastic, energetic and with a can-do attitude who enjoys planning and organising and is not phased with periods of high intensity. You will have a positive approach and enjoy working as part of a team.

As we all work remotely, you will also need to be a self-starter and able to work independently. The post holder will need a thorough understanding and commitment to LTSB's vision, mission, and work.

# Person Specification

## Responsibilities

- Manage and develop existing corporate charity partnerships
- Provide excellent account management, adapting communications and approaches accordingly
- Develop new relationships with companies, securing new income generating partnerships
- Develop and deliver a calendar of charity events providing varied employee engagement opportunities for our corporate volunteers
- Help fill charity event places and inspire, motivate and manage event participants which have sponsorship requirements
- Actively network to build relationships within the business community
- Maintain and develop knowledge of the corporate and events sector ensuring all fundraising opportunities are maximised
- Work collaboratively with colleagues across the wider team to ensure income is maximised.

## Skills / Experience

- Strong affiliation with our values and purpose, and an interest in youth development and social mobility
- Track record of income generation through event management and/or developing high-value corporate/charity relationships
- Experience of developing a new pipeline of corporate prospects and being proactive in converting these to active donors
- Experience of managing a varied portfolio of corporate partnerships
- Experience of developing and running a varied portfolio of charity events in nature and scale
- Experience of promoting event places (challenge events or sponsored event places) to various stakeholders and securing placeholders
- Keen networker who is happy to develop leads with face-to-face meetings and at in-person events
- Ability to build rapport with new contacts and understand their needs and motivations
- Strong and persuasive communication skills
- Team player with self-awareness and flexibility
- Excellent computer skills e.g. Word, Excel
- Ability to work independently within a remote / home based team
- Strong ethical standards and a high level of personal integrity.