



JOIN THE MADE IN HACKNEY TEAM

HEAD OF FUNDRAISING

Contract: Permanent

Hours: Full-time, 5 days a week or part-time, 4 days per week considered

Salary: £40,000 - £43,000 per annum, full time (or pro rata for part time)

Location: Hybrid

Holidays: 25 days per year full-time (or 20 days part-time, 4 days) plus bank holidays

Pension: 4% Employer contribution

ABOUT MADE IN HACKNEY

We started life in 2012 as a community cookery school working across London with the mission of tackling the climate crisis, health inequalities and bringing communities together using the power of plants.

The impact of our work is varied, far-reaching and very real; changing hundreds of thousands of people's lives for the better. We provide diverse culinary education, inspiration and support networks needed to ensure no one is left behind in the transition to a plant-centred, planet-friendly diet.

When you join Made In Hackney – you become part of this pivotal movement, where a new type of food culture is being formed with care, compassion and justice at its core.

ABOUT THE ROLE

This is an incredibly exciting, high-impact role within the organisation. As Head of Fundraising you will be part of the Senior Leadership Team and our key fundraiser, critical fundraising strategist and have the scope to influence and shape our programmes.

You have a broad and well-established funder base to jump off from and will have the opportunity to bring in exciting new funders as more environmentally focused grant givers are starting to embrace diet change as a key tool for tackling the climate crisis.

We are looking for someone who can build on the relationships and initiatives developed over the last few years, to ensure Made In Hackney can fulfil its strategic goals and meet our annual income target. You will be instrumental in driving income development and in leading fundraising initiatives with an emphasis on Trusts and Foundations, individual giving, major gift fundraising, corporate giving and statutory bodies such. You will nurture key relationships with existing donors and potential new supporters and build and manage a robust pipeline of supporters.

Made In Hackney has always been a progressive organisation, seeking to change systems that have not served the world thus far, and, as such we seek to build a fair, equitable, inclusive and collaborative working culture.

If you are a creative self-starter and thrive on a lot of freedom and self-direction against the backdrop of a hugely supportive and caring team of colleagues, all inspired to change the world in an inclusive and caring way – you have just found your dream work-home.

ROLE DESCRIPTION

Leadership, Strategy and Governance

- To be an active member of the Made in Hackney Senior Leadership Team, working together to galvanise the organisation behind our strategic plan.
- To contribute to strategic discussions on the future direction of the organisation.
- To participate and / or lead in team meetings as appropriate.
- To act as the lead staff team representative on the Strategy and Fundraising Board Sub-committee, actively contributing and working with Trustees, as well as attending Board meetings.
- To participate in organisational budget planning and monitoring meetings, forecasting, control, reporting and management of the organisation's finances and resources.

Fundraising and Partnership Development

- To co-design and write grant applications and secure grant funding from Trusts, Foundations or Corporate entities in line with our annual target (likely to be in the range of £400k-£500k).
- To work with the Partnerships Manager to secure Fundraising income from individual givers, major donors, Crowdfunding campaigns and other fundraising initiatives in line with our annual target (likely to be in the range of £200k).
- To develop and execute an annual fundraising strategy: building a sustainable portfolio
- consisting of grants and donations from individuals, corporates, trusts and foundations, to ensure long-term sustainable funding of activities.
- To research and prospect future funders.
- To maintain precise and up-to-date records on current and potential supporters and prospects.
- To create engaging fundraising communication tools.
- To establish partnerships for joint programmes and funding bids where beneficial.

Donor Stewardship & Reporting

- To retain current donors and maximise fundraising opportunities, including delivering a programme of appropriate stewardship opportunities with the core team.
- To work with the team to co-design programmes and their evaluation requirements to ensure the organisation meets the grant funders' requirements.
- To complete reporting to grant funders, including developing report templates, creating reports, case studies, and other administrative requirements.

Communications

- To input into MIH'S communications strategy and the planning and implementation of improvements to marketing plans, digital presence and social media strategy to ensure impact and fundraising successes are communicated
- To maintain a stock of impact-focused case studies and success stories and ensure fundraising successes are communicated on social media and online.
- To ensure the robust monitoring and reporting on the effectiveness of fundraising strategies and campaigns; providing key input to the annual report and impact report.
- To coordinate fundraising events with the Community Partnerships Manager.

Line Management

- To have direct line management responsibility for the Community Partnerships Manager and Social Media & Marketing Manager, creating a supportive environment for growth and development.

PERSON SPECIFICATION

Experience

- Track record of successful fundraising.
- Ability to write a compelling case for support and communicate this effectively through face-to-face presentations and written copy for a variety of audiences and channels.
- Proven success in maintaining an outstanding level of donor stewardship.
- Experience in managing and creating budgets.
- Experience in prospect research.
- Knowledge and appreciation of different tools and platforms that can be used for fundraising.
- Experience in managing and leading a team.

Skills and abilities

- Excellent interpersonal, written and oral communication skills.
- Ability to work under pressure and meet deadlines.
- Ability to take initiative, be flexible, think creatively and identify new opportunities for growth.
- A flexible and adaptable approach to work with the ability to work outside standard hours when required.
- As comfortable working independently, with autonomy, as you are collaborating within a team.
- Excellent time and project management skills with the ability to juggle various competing demands.
- Ability to liaise professionally and develop productive relationships both externally and internally at all levels.
- Able to think strategically
- Can-do attitude when faced with challenges and rapid changes that can occur when working for a small but dynamic charity.
- Willingness to comply with the plant-based only food policy in the MIH office, kitchen premises and at all external delivery venues and events.

BENEFITS

Experience

- Training provided in Salesforce, Safeguarding Adults and Children, Emergency First Aid, Food Safety and Anti Racism
- Employee Assistance Programme (EAP) which includes counselling and physiotherapy
- Staff wellbeing and social activities throughout the year
- Focus time working – the opportunity to work flexibly over the Christmas and summer period – See Annual Leave Policy for full details
- Pension Scheme
- Staff discount of 15% in Food For All Shop

EQUALITY OF OPPORTUNITY

We have a strong commitment to promoting anti-racism, diversity, equality and equal opportunities. We welcome applications from underrepresented groups, whether these be of ethnicity, gender, identity, religion, physical ability, sexual orientation or other.

As a team member, you will be supported to complete anti-racism training, to build this into your working practice and to continue learning in this area.

HOW TO APPLY

The deadline for the receipt of applications is 5pm on Sunday 25th May 2024 though we encourage you to apply as soon as possible as we will be scheduling interviews on a rolling basis as we receive applications.

To apply, send a CV outlining your career history and relevant experience for the role and a cover letter outlining what has attracted you to apply for the role of Head of Fundraising at Made In Hackney and what makes you the right candidate for the role.

Please send your application to: rashmi@madeinhackney.org

If you have any questions about the recruitment process or the role please contact Rashmi Joshi, Operations Manager rashmi@madeinhackney.org