



Trusts and foundations officer

Re-engage has just launched a new five-year strategy which has growth at its heart. We're looking for an exceptional person to join our team as trusts and foundations officer.

Reporting to the trusts and statutory fundraising manager and sitting within the fundraising team you will lead relationships with new and existing trusts and foundations delivering income to support growth. If you join us, you'll be part of changing the lives of people over 75 who are isolated and lonely and helping them to make connections at a time in their lives when they feel incredibly alone.

The role

We're looking for a highly proactive and experienced fundraiser, competent in recruiting new trusts, with excellent account management skills to steward our large portfolio of existing funders. You'll have the flair of a creative communicator with the practical focus to oversee the development and maintenance of high-quality relationships. We are looking for someone who is experienced in achieving five-figure and multi-year income from these categories of funders and who is resourceful and entrepreneurial in finding ways to successfully take advantage of opportunities to match Re-engage's work and satisfy funder needs. The focus of your portfolio will be trusts donating from £1,000 to £30,000.

This work will be highly collaborative. You'll work with the teams who run our services and manage our volunteers, building compelling funding packages with their input; you'll be an inspirational colleague for the rest of the fundraising team; and you'll work with the impact team to ensure we showcase our powerful impact to funders.

Key responsibilities

You will work alongside the fundraising and service teams across the UK to help deliver on our fundraising strategy and enable Re-engage to substantially increase income. Activities will include:

- Research, identify, build and maintain relationships with trusts and foundations.
- Liaise with and advise the trusts and statutory fundraising manager on funding opportunities
- Create an exciting vision and case for supports to attract a wide variety of medium- and lower-value donors, aiming for multi-year commitments.
- Lead on the preparation of funding applications, planning and managing the process, working with the trusts and statutory fundraising manager, and collaborating with colleagues in other teams to draft relevant content; prepare outline budgets and resource needs, and preparing a professional, compelling and persuasive proposition.

Bringing generations together

7 Bell Yard, London, WC2A 2JR 020 7240 0630
Freephone: 0800 716 543 info@reengage.org.uk www.reengage.org.uk
Registered charity in England and Wales (1146149) and in Scotland (SC039377)



- Liaise closely with service teams to ensure funded programmes are on track
- Act as account manager to funders maintaining a clear overview of funder reporting needs and produce high quality, professional funder reports that meet the grant terms and conditions.
- Maintain a clear overview of financial reporting and ensure accurate financial reporting with each grant report. Should there be a significant budget variance or changes in budget lines take responsibility for discussing and agreeing changes with funders.
- Display strong and persuasive communication skills
- Stay informed of developments and trends within the sector
- Maintain all records accurately in the database

The post holder may be required to undertake any other duties that fall within the nature of the role and responsibilities of the post as detailed above. There may be occasional out of hours work required.

Benefits

- Salary up to £30,000 per annum
- 35 hours per week Monday to Friday
- Home-based (with some UK travel)
- Working from home allowance at the standard HMRC rate as detailed here:- <https://www.gov.uk/tax-relief-for-employees/working-at-home>
- 26 days annual leave plus all Bank Holidays
- Bupa cash plan, 3% pension contribution, death in service insurance
- Learning and development opportunities, Employee Assistance Programme

About you

We are looking for someone with experience of fundraising, who is proactive, entrepreneurial and thrives on seeking out new funding opportunities to deliver income growth. You will be someone who will add a creative touch to help diversify income from trust sources.

This is a friendly team: staff development and workplace culture are important to us. We enjoy working at Re-engage and supporting our thousands of older guests and volunteers.

Key Skills/ Experience

- A successful track record of meeting income targets.
- Flair for and interest in researching and prepare imaginative funding packages
- Knowledge of preparing fundraising budgets
- A persuasive personality with excellent interpersonal and communications skills both verbal and written

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- Computer literate with word processing skills and familiarity with the use of databases and spreadsheets - word, excel and internet
- The ability to work on own initiative, be disciplined, enabling the prioritising of work, particularly under pressure in order to meet deadlines
- Meticulous attention to detail and a methodical approach to work.
- Analytical and reporting skills.
- Ability to work effectively and efficiently within a team context, supporting colleagues and working independently when required.

Desirable

Understanding of the principles of marketing.

About Re-engage

Re-engage is a charity that is positive about older age and committed to fighting loneliness so that people can have social lives and friendship groups however old they are. We inspire and enable meaningful connections and shared experiences within communities across the UK for people over 75 facing loneliness and social isolation.

Our volunteers work together to create better communities and help to enrich the lives of our members. Older people who may have felt very alone now feel valued as individuals, continue to form friendships, and have groups that give support. We make sure that people know they are important well into their old age.

We are proud of our values - positive, innovative, transparent, evidence-based, and accountable - and of our ethos of bringing generations together.

Our **vision** is a world where no one is ever too old to make friends and enjoy social interaction.

Our **mission** is to work within communities to end social isolation and loneliness in older people.

Re-engage is committed to growing a staff team that enjoys coming to work every day and gets satisfaction out of being part of delivering significant impact to the lives of older people. We all work remotely, and we don't let that stop us from getting to know each other and enjoying down time together. Our wellbeing programme includes multiple interest groups: music, books, hobbies etc as well as coffee and catch ups, quizzes, mindfulness, and other group activities. Everyone is encouraged to get involved in working groups and staff networks, all of which contribute to us getting to know each other. We have strong values and promote behaviours that underpin all we do.

How we recruit

We use the Applied platform which helps remove unconscious bias for a forward-thinking, fair, and objective alternative to traditional hiring. Instead of using your CV alone, we'll be

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asking you to answer questions to test skills needed for the role. The responses are then anonymised and reviewed in a random order by members of our team.

The Applied platform also asks some demographic questions before you start your application. We never see these responses with your application. We only see summary statistics to help us check if our candidate pool is balanced and if everyone has an equal chance to get hired irrespective of their background. If you prefer, you can easily opt out of answering these questions.

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