



INTERNET OF
PRODUCTION



- Title:** Grant Fundraiser
- Type:** Full-time employment at 37.5 hours per week
Office-based with some international travel possible
- Term:** Immediate start until 31st December 2024, extendable subject to funding
- Salary:** £45,000-£55,000 + pension contributions
Holiday allowance of 24 days + public holidays + your birthday, pro-rata
- Location:** Office adjacent to Ashford (Surrey) or Twickenham train stations

Summary

The Internet of Production (60%) and the Global Innovation Gathering (40%) are looking for an experienced grant fundraiser and writer to help us with applications and build and grow our work.

We are two small, international charities with huge networks, scope and ambition. We have a track record of collaboration on brilliant projects that bring together ideas, innovations and innovators.

The Internet of Production is a small, international UK charity that brings together a global alliance dedicated to building a future of decentralised and distributed manufacturing. We seek to enable a sustainable and globally networked system of production; to complement mass production and global supply chains with 'production by the masses' and local enterprise.

The Global Innovation Gathering (GIG) is German non-profit association that brings together a vibrant, diverse community of innovation hubs, makerspaces, hackerspaces and other grassroots innovation communities with individual innovators, makers, technologists and changemakers.

The Grant Fundraiser will be employed by the Internet of Production and part-funded by GIG.

Grants will usually be £50k to £500k, and larger grants will also be sought in consortia with existing partners in the Internet of Production Alliance and the Global Innovation Gathering. Our funding proposals are usually focused on creating opportunities for others in our networks – whilst maintaining the core of our organisations. We are bursting with ideas and opportunities.

Role & Responsibilities:

- Write and submit grant applications, including narratives and any additional materials (such as detailed budgets, budget justifications, workplaces, monitoring and evaluation plans, logical frameworks, pitch decks, etc).
- Work closely with the CEOs of the Internet of Production and the Global Innovation Gathering (also successful grant writers) and with inspiring networks of visionary experts to design exciting, effective and fundable concepts and projects for grant applications.
- Plan appropriately to best fulfil a pipeline of grant opportunities, where some opportunities may be very short notice and some may require months of co-authoring.
- Assist with seeking out and prioritising potential grant opportunities from around the world.
- Develop a master bid document or other grant application tools and manage and maintain grant application files and folders etc for each organisation.

Person Specification:

- 10+ years of experience in roles that included significant grant writing experience.
- Experience of Horizon Europe grants, research funding or other large consortia grants.
- Exceptionally effective and clear writing style, with excellent English, including when under time pressure. Ability to speak German could be helpful but is not required.
- Understanding or appreciation of issues/sectors including poverty, resilience, climate change, economic development, digitalisation, localisation, environmental sustainability and 'green' initiatives, etc, would be very helpful.
- Understanding or appreciation of innovative approaches and technologies, particularly those relating to grass-roots community building, experimentation, co-creation, open-source, networks, Internet, making/manufacturing, creativity, etc.
- Excellent time management, organisational and team communications skills.
- Commitment to working in a small organisation and in a highly diverse team;
- Skilled with Microsoft 365 and Office tools, particularly Microsoft Word and Excel.

Application Process:

Please submit a CV and Cover Letter / Email to hr@internetofproduction.org.

Please include two referees and their email addresses; we will not contact without informing you.

Deadline for applications is Sunday 23rd June 2024.

If you have any questions then please feel free to contact us at hr@internetofproduction.org.

We will hold interviews (online or in person at the office locations) during the week of 24th June.

