

Salary: £34,000–£40,000 per annum

Contract: Full-time, permanent

Location: Hybrid – predominantly home-based, with travel to London and attendance at Trekstock events, at least once per month

Reports to: Director of Partnerships

FUNDRAISING MANAGER



About Trekstock Cancer Support

We're the only charity in the UK dedicated to providing physical activity and wellbeing support to people in their 20s, 30s and 40s as they navigate life through and beyond cancer.

Our expert team delivers support and resources designed to help our community rebuild their strength, rediscover their confidence and feel in control of their lives. We're a small, ambitious charity with exciting plans for growth, and we're looking for a Fundraising Manager who can help us generate the income and build the relationships that make our work possible.

About the role

This is an exciting, hands-on opportunity for an experienced, motivated and highly organised fundraiser who enjoys building relationships, delivering results and making things happen. You'll take ownership of Trekstock's community and events fundraising portfolio, driving income, inspiring supporters and delivering exceptional fundraising experiences.

From managing challenge events and developing engaging supporter journeys to monitoring income, maintaining accurate CRM records and writing compelling communications, you'll play a key role in ensuring our fundraising activity is successful, efficient and continually improving.

Benefits include: 23 days annual leave plus bank holiday's, an additional day off for your birthday, plus .2 days bonus annual leave over Christmas, Wellbeing Policy, 3% pension.

About the role

You'll also work closely with the Director of Partnerships, supporting the stewardship and development of corporate partnerships and identifying opportunities to grow income. We're looking for someone who combines creativity and relationship-building with strong operational skills, financial confidence and exceptional attention to detail.

As part of a small, predominantly remote-working team, you'll need to be a confident self-starter who takes initiative, manages priorities and sees things through from idea to delivery.

This is a role where you'll have genuine ownership, the opportunity to bring fresh ideas and the satisfaction of seeing the direct impact of your work.

Key responsibilities:

Community and events fundraising

- Take ownership of an agreed annual fundraising income target, proactively driving income growth and identifying new opportunities.
- Manage and develop Trekstock's community and challenge events portfolio, including Trek This City, the London Marathon and third-party challenge events.
- Recruit, inspire and support fundraisers to achieve and exceed their fundraising targets.
- Identify opportunities to re-engage previous fundraisers, attract new supporters and encourage repeat fundraising.
- Monitor income, performance and return on investment, taking proactive action to maximise fundraising results.
- Coordinate fundraising activities, event logistics and supporter communications, ensuring successful delivery.

Supporter stewardship and communications

- Develop, write and deliver engaging, personalised supporter stewardship journeys that build lasting relationships.
- Provide exceptional supporter care, ensuring fundraisers and donors feel valued, informed and inspired throughout their journey, from one-off donations to regular monthly and annual giving.
- Write compelling thank-you letters, fundraising emails, supporter updates and campaign communications, working closely with the Marketing function.
- Ensure all supporter communications, including automated platform messages, are consistent, timely and aligned with Trekstock's tone of voice.
- Proactively identify opportunities to strengthen supporter engagement, retention and long-term fundraising income.
- Work collaboratively with the Marketing team to develop and deliver engaging supporter newsletters and targeted communications that inspire new audiences to connect with Trekstock, strengthen relationships with existing supporters and proactively re-engage lapsed donors, encouraging repeat donations, long-term loyalty and increased fundraising income.

Fundraising operations, CRM and financial management

- Take ownership of day-to-day fundraising administration, ensuring systems, processes and records are accurate, organised and up to date.
- Confidently manage Trekstock's CRM (Beacon) and online fundraising platforms, including maintaining supporter records, recording activity and extracting reports.
- Track, monitor and reconcile fundraising income, ensuring donations, Gift Aid and income allocations are accurately recorded.