Trusts and Foundations Manager (Fixed Term)

Salary: circa. £35,000–£40,000k p.a. pro rata

Reports to: Director of Fundraising, Marketing and Communications

Location: Nottingham Hospitals Charity Office (City and QMC campus) with hybrid working options

Contract: Fixed term contract – 2 years

Hours: Part-time

This is your opportunity to make a real difference for Nottingham Hospitals Charity!

It's a great privilege to be recruiting a Trusts and Foundations Manager to join our team based at City Hospital in Nottingham. In 2026 we celebrate our 20th Anniversary as a charity and over that time we have raised over £65 million to support our amazing local NHS hospitals. The estate has grown from QMC and City Hospital to now include the Nottingham Children's Hospital, Ropewalk House hearing centre and the National Rehabilitation Centre.

The NUH NHS Trust employs 19,000 staff who care for 1 million people locally but between 4-5 million in the East Midlands and beyond, each year. The Trust incubates several centres of excellence both within research and care, and its affiliation to the University of Nottingham's Medical School gives the charity a unique position in the marketplace.

Earlier this year, we launched our three-year Development Strategy (2026-29) and within that we are committed to raising our income through increased investment in both Individual Giving and our Lottery. As we start to embed the strategy and new ways of working, we are looking for someone who can bring their demonstrable expertise and diverse experience in fundraising to help us realise our ambitions for the charity.

About the Role

A newly created role in an ambitious and driven team, the Trusts and Foundations Manager will play a pivotal role in the success of the Development team, and charity as a whole. In line with our fundraising strategy, you will be responsible for securing new five and six-figure gifts to support some of our most impactful projects across NUH NHS Trust. Your focus will be on high-value trusts, foundations and statutory funders where appropriate.

You'll work closely with senior leaders, clinicians and colleagues across the Charity and NHS Trust to bring compelling, high-impact projects to life, engaging new supporters and strengthening relationships with our existing donors.

Key responsibilities

- Develop and deliver a strategic plan for trusts and foundations fundraising
- Secure significant gifts and long-term partnerships from funders
- Manage and grow a portfolio of prospects and donors
- Build and maintain a strong pipeline of funding opportunities
- Oversee compelling cases for support, proposals and grant applications
- Produce mid-term and end-of-grant reports
- Work collaboratively across the organisation to identify impactful funding opportunities
- Monitor, review and evaluate performance against strategic and operational plans, reports and financial forecasts
- Maintain up-to-date records on all aspects of fundraising activity on Raisers Edge and produce reports when needed.

About you

We're looking for a collaborative and driven fundraising professional with a proven track record in securing high-value gifts. You bring excellent written communication skills, meticulous attention to detail, and the ability to manage multiple priorities while maintaining a focus on achieving ambitious income targets. You are curious about developments in philanthropy and actively seek out innovative approaches and new funding opportunities, both in the UK and internationally.

You will bring

- Demonstrable experience in T&Fs fundraising
- Exceptional relationship-building and influencing skills
- Strategic thinking and a results-driven approach
- Excellent communication skills, with the ability to craft compelling funding propositions
- A proactive, creative mindset with strong organisational and analytical skills

What We Offer

• Salary £35,000–£40,000 p.a. pro rata (depending on experience)
• Flexible, hybrid working
• 27 days annual leave - pro rata
• Contributory pension scheme
• Opportunity to make a real impact during a landmark year for Nottingham Hospitals Charity

How to Apply

Please submit your CV and a short supporting statement (maximum two pages) explaining how you meet the requirements of the role to lisa.halsall2@nhs.net by 15th November 2026. Interviews are expected to take place week commencing 23rd November 2026.

If you would like an informal chat about the role or the charity, please contact Sam Cousens at samantha.cousens2@nhs.net.