

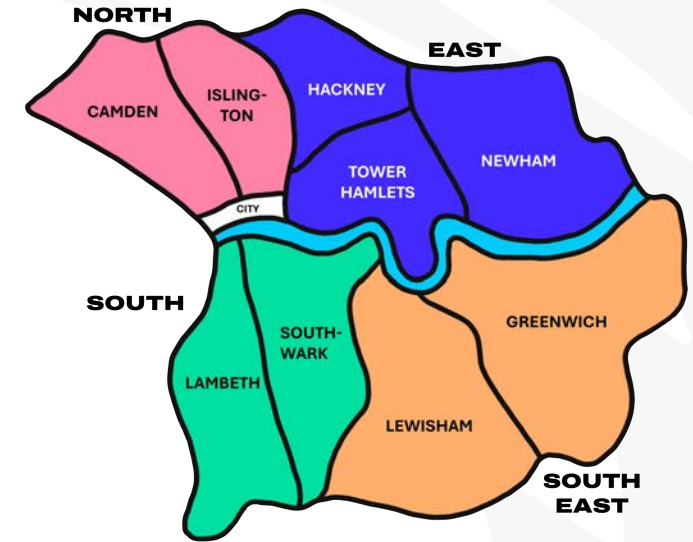
TRUSTS AND FOUNDATIONS MANAGER

XLP is a youth work charity working to create positive futures for young people and at the cutting edge of tackling poverty and educational failure in inner London. We deliver holistic, long-term work with young people aged 11 to 25 in schools and communities.

We have got big plans and we need the fundraising power to match. Our vision is to grow XLP's impact across London by building a fundraising engine that's ambitious, strategic and fit for a medium-sized charity. This role is about making that leap to unlocking major new income streams.

That means bold action. It means going after bigger grants, attracting larger gifts and shaping a sharp, strategic approach to long-term income growth. It means helping build and lead a strong, values-driven fundraising team with the drive and determination to go the distance. You will bring precision, persistence and the skill to turn complex work into compelling funding applications.

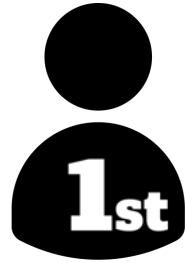
We are looking for a confident, engaging and proactive fundraiser who enjoys building relationships, identifying opportunities and making things happen. You will be someone who works collaboratively, brings positive energy to the team and is motivated by creating opportunities for young people to grow, thrive and build strong futures. While an understanding of the opportunities and challenges faced by young people in inner-city London would be beneficial, what matters most is your commitment to XLP's mission and your desire to make a lasting difference.



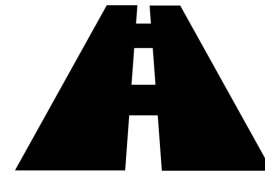
VALUES

OUR MISSION

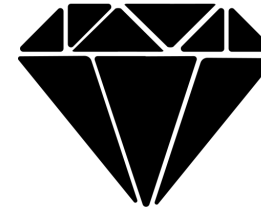
To engage in long-term relationships that empower young people from disadvantaged backgrounds to complete their education, avoid anti-social behaviour and ultimately become independent and confident contributors within their communities.



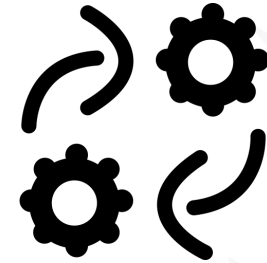
WE PUT **YOUNG**
PEOPLE FIRST



WE BELIEVE IN WORKING
FOR THE **LONG TERM**



WE STRIVE
FOR **EXCELLENCE**



WE **WORK**
TOGETHER WELL



WE ARE ROOTED
IN **CHRIST**

These are the values that shape our community and drive our effectiveness. Candidates are required to support, uphold and sustain these values.

We are "faith-based, but not faith-biased," working with young people of all faiths and none. We are guided by the Christian values of love, compassion, and helping others that come from Jesus' life and teachings. We use these principles to make a real difference in our communities.

Our staff team is dedicated to growing in diversity and inclusion, aiming to reflect the communities we serve. We welcome applications from all backgrounds, ethnicities, and genders. We strongly encourage applications from all underrepresented communities, with a particular emphasis on females and those representative of the specific communities XLP supports.

We are proud to be an employer that puts Equity, Diversity and Inclusion at the core of all that we do, for the benefit of our employees and volunteers, our partners, and the communities that we work with.



XLP

THE BENEFITS OF WORKING AT XLP



Wellbeing and Development

- ✓ **Clinical Supervision** provided for all delivery-based roles
- ✓ **360 Wellbeing Healthcare** access for comprehensive health support
- ✓ **Online Learning Platform** to support your learning
- ✓ **Monthly Whole Team Training** for continuous development
- ✓ **Discounted Eye Tests** for your eye health



Balance and Flexibility

- ✓ **25 Annual Leave Days** plus three bonus days over Christmas
- ✓ **Hybrid Working arrangements** for non-delivery roles
- ✓ **Volunteering Opportunities** integrated into your working time
- ✓ **Paid Volunteer Days** two paid days a year
- ✓ **Enhanced Sick Pay** to support employees
- ✓ **TOIL Arrangements** to respect your work / life balance



Family and Pay

- ✓ **Enhanced Maternity / Paternity Pay** to support growing families
- ✓ **Shared Parental Leave Pay** to support growing families
- ✓ **3 Parental Leave Days** per year to support families
- ✓ **Pension** contributions via Peoples Pension
- ✓ **London Living Wage** employer



Milestones and Community

- ✓ **1 Month Unpaid Sabbatical** after five years of service
- ✓ **1 Month Paid Sabbatical** after 10 years of service
- ✓ **3 Team Celebration Days** every year for team connectedness
- ✓ **Staff Feedback Surveys** throughout the year

WHAT YOU'LL BE DOING

Fundraising Strategy and Delivery

- Deliver agreed annual and multi-year income targets from trusts, foundations and livery companies, contributing significantly to XLP's fundraising objectives;
- Lead the development and implementation of a high-value, multi-year income strategy to secure major support from trusts, foundations and livery companies;
- Manage a portfolio of funders, ensuring timely, high-quality applications, reporting and stewardship;
- Proactively identify new prospects through structured research and targeted approaches;
- Build, own and oversee a strategically aligned trusts and foundations pipeline, setting priorities, reviewing progress and ensuring it reflects organisational income objectives and future growth needs;
- Take ownership of trusts and foundations pipeline management within Salesforce, ensuring opportunities, funder engagement, reporting deadlines, income forecasts and stewardship activities are accurately recorded and maintained;
- Develop tailored, persuasive proposals and pitches that showcase XLP's breadth, impact and ambition;
- Shape fundable projects in collaboration with programme, finance and operational teams, ensuring clarity of need, outcomes and budgets;
- Maintain strong, influential relationships with funders, trustees and senior stakeholders, positioning XLP as a trusted partner.

Leadership and Management

- Line-manage the Trusts, Reporting and Partnerships Officer, providing coaching, development, and performance support;
- Oversee funder stewardship and reporting activity, ensuring excellent funder experience and strong retention rates across the trusts and foundations portfolio;
- Foster a positive, values-led fundraising culture, championing collaboration, learning, and excellence;
- Represent trusts and foundations fundraising within internal planning and management meetings, contributing pipeline insight, income forecasts and strategic recommendations.

WHAT YOU'LL BE DOING

Monitoring, Reporting and Insight

- Monitor income performance, forecast pipeline, and analyse engagement trends to inform strategic decision-making;
- Take ownership of trusts and foundations pipeline management within Salesforce, ensuring opportunities, funder engagement, reporting deadlines, income forecasts and stewardship activities are accurately recorded and maintained;
- Oversee the effective use of Salesforce within the trusts and foundations function, ensuring data quality, reporting consistency, forecasting accuracy and pipeline visibility;
- Contribute to internal reporting and support impact communications, ensuring funders receive clear, compelling evidence of XLP's outcomes;
- Work with colleagues to improve data quality, reporting processes and fundraising insight, ensuring Salesforce supports effective forecasting, performance management and decision-making.

Collaboration and External Representation

- Work closely with colleagues across fundraising, programmes, communications, and finance to ensure joined-up planning and delivery;
- Attend events, funder meetings, and speaking engagements to represent XLP professionally, confidently, and passionately;
- Act as a senior ambassador for XLP's mission, values, and impact, strengthening our profile and credibility with external partners.

JOURNEY OF **CHANGE**

RECRUITMENT

Early Contact

Early, limited or sporadic contact with XLP

TRUST

Beginning to engage with and commit to projects

Regular Attendee

Regular member of XLP project (Six times in six months)

Initial Commitment

Accessing first 'additional opportunity' (e.g. a trip or a social)

BELIEVE

Beginning to believe good things about their value, potential and purpose

Self-Awareness

Growing in awareness of feelings, issues and character, and how experiences have shaped these

Taking Responsibility

Taking ownership and responsibility for choices, past and future

CHANGE

Showing signs of change

Preparation

Experimenting with small changes

Action

Beginning to engage in change

CONTRIBUTE

Beginning to give back to their community

Maintaining Change

Accessing opportunities to push themselves

Influencers

Making changes and working to keep them up, consistently making decisions that will lead to 'healthy adulthood'

WHAT YOU BRING TO THE ROLE

You will be passionate about creating positive futures for young people in inner-city London and seeing transformation in their lives.

You will be great for this role if you have:

- A proven track record of securing five and six-figure grants from trusts and foundations;
- Experience of developing new funder relationships from scratch;
- Excellent bid-writing and storytelling skills;
- A strategic mind-set, with the ability to think ahead and plan effectively;
- Confidence in engaging with senior partners, funders and trustees;
- A proactive approach, with the ability to identify and pursue new opportunities;
- Strong relationship-building and influencing skills;
- Excellent organisational skills and attention to detail;
- A collaborative, can-do attitude and commitment to XLP's goals and values.

Other desirable skills and experience for the successful candidate:

- Experience managing, mentoring or developing colleagues;
- Strong understanding of project-based funding and reporting;
- Familiarity with Salesforce or other CRM platforms;
- Experience of cross-team working across programme, finance and communications functions;
- Fundraising qualifications or relevant professional development (e.g. CIOF, Bright Spot, LarkOwl).

What we offer:

We are committed to providing ongoing training and support including clinical supervision to enable staff to develop and thrive in their roles.

Important Information:

At XLP we believe everyone has a responsibility to promote the welfare of all children, young people and vulnerable adults, to keep them safe and practice in a way that protects them. All staff and volunteers are required to undertake an Enhanced Disclosure and Barring Service check before starting their role and to work within the XLP Code of Conduct.



TERMS OF EMPLOYMENT

This is a (full-time) role, with normal working hours and some evenings and weekends as required.

Location: City of London, Hybrid

Contract: Permanent, Full-Time

Salary: £38,000 - £42,000

HOW TO APPLY

You can apply for the role using the online application form at www.xlp.org.uk/careers

Submission Deadline: Applications should be completed by 5pm on the **Wednesday 7th October 2026**. Applications will be reviewed as they come in. We may close the deadline early if we find a suitable candidate.

Interview Process: Successful candidates will be invited to the first stage of interview in the week commencing **Monday 19th October 2026**.

If you have any questions about the role, please contact us at jobs@xlp.org.uk