

Fundraising Manager- The Wolfpack Project, Nottingham

Location: Sherwood, Nottingham (Hybrid*)

Salary: £26,000- £30,000, depending on experience (Pro-Rata)

Contract Type: Permanent

Hours: 30 Hours p/w (40 Hours FTE)

Holidays: 25 + 8 Bank Holidays (Pro-Rata)

Line Manager: CEO

Closing Date: 3rd May 2024



THE WOLFPACK PROJECT

The Wolfpack Project: Nottingham's Leading Youth Mental Health Charity (Registered No. 1184390) supports young adults (16-35) across Nottingham, through a series of one-to-one support and group social-based activities.

Our belief is that no young adult should feel alone with their mental health. We also believe that every young adult should have the opportunity to make meaningful connections and friendships, through social activities. Whether they are experiencing bereavement or separation in their family, feeling anxious about how they look or what their future holds in an increasingly uncertain world, we will offer every young adult the direction and support they need, when they need it.

PERSON SPECIFICATION

We are open to candidates who may not meet all of the person specification. If you are excited about the opportunity and feel you could thrive in this role, we encourage you to apply.

- Proven track record of working in fundraising/partnerships/sales/business development/marketing.
- Excellent written communication skills, with an ability to transform detailed information into succinct, clear and compelling narratives tailored to funder requirements.
- Excellent research skills and ability to identify viable funding opportunities.
- Highly motivated with strong attention to detail.
- Excellent numeracy skills, able to manage budgets, set and monitor income targets and present data clearly and concisely.
- Experience of harnessing financial support through donors/partners or new financial contracts.
- Must demonstrate a high level of resilience in handling grant rejections and setbacks, maintaining motivation and drive to achieve fundraising goals in a challenging environment.
- An ability to develop relationships with senior representatives from grant-making organisations.
- Experience of maximising opportunities via internal and external stakeholders.
- Excellent organisational skills with a robust commitment to follow-through actions.
- Experience of effectively stewarding a variety of accounts or portfolio of prospects to maximise engagement and support.
- An ability to effectively prioritise workload for maximum efficiency, along with strong time management skills.
- A strong commitment to the aims of the charity, supporting mental health in young people and the ability to engage with our target audience.
- Excellent interpersonal, negotiating and influencing skills.
- A champion of equal opportunities, diversity and inclusion.
- Proven administrative skills and IT literacy (with experience of using Microsoft Office packages).

MAIN AREAS OF RESPONSIBILITY

- Manage, develop, and grow The Wolfpack Project's portfolio of trusts and foundation donors.
- Work with the CEO to; develop, lead and deliver on a grant fundraising strategy for The Wolfpack Project, identifying and building relationships with new prospects who have the capacity to support at 5/6-figure level.
- To support the organisation in diversifying its donor base, gaining long term/multi-year support.
- Deliver creative, high-quality stewardship for trusts, foundations and partners.

- Effectively communicate The Wolfpack Project's mission, vision and impact, with the aim of engaging a broad range of support.
- Ensure end of year reports are created and submitted to grant givers in line with the terms of the funding received.
- Working flexibly and collaboratively with staff, volunteers, and stakeholders across the charity
- Engaging with service users both in the office and external events and group activity.

- Ongoing development of knowledge and skillset around mental health support.

EQUALITY & DIVERSITY

Diversity is a fact of life. Inclusion is a choice and a practice – for organisations and individuals. At The Wolfpack Project, our aim is to drive inclusion into every area and activity of what we do: from access to programmes, to grant investment, to the Board of Trustees, employees and partners. However you identify, we would like to hear from you. In our commitment to continue to diversify our teams, we are particularly keen to hear from those who identify as: being from Black, Asian and minority ethnic (BAME) backgrounds; LGBTQ+; those with disabilities, and individuals who have been involved in the care system.

If you require any reasonable adjustments during our recruitment processes, including assistance with reading this page, please contact hello@thewolfpackproject.org.uk.

We welcome applications until midnight on 3rd May 2024

**Hybrid working- This role will work from the Sherwood office, home working and across Nottingham if required to attend events/groups and meet funders).*

***Applicants will be reviewed with interviews taking place throughout, and as such we reserve the right to close this vacancy early. Please apply at your earliest convenience to avoid disappointment.*