**Vacancy**Fundraiser

**Reporting to:**Operations Manager

**Salary:** £35,931 to £39,838

**Hours:**               35hrs/week - including some evening and occasional weekend work

**Location:**Hybrid working model between home and Hampden Park

**Contract:**          Permanent

**Pension:**            6% of basic salary paid into an agreeable pension scheme

**Holidays:**           25 days plus public holidays

**Scottish Professional Football League Trust - Overview**

The Scottish Professional Football League Trust is the charitable arm of the Scottish Professional Football League and was established to lead and co-ordinate community engagement activities across all 42 member clubs.

SPFL clubs have a track record of credible and sustained activity, using football and physical activity as a tool to deliver positive life changes in the communities they serve. The SPFL Trust seeks to build on this reputation and co-ordinate projects that will be centrally funded and operate within and across the clubs.

**Job Purpose**

This role comes at a crucial time for the organisation, as we seek to further strengthen our medium to longer term financial stability, in pursuit of our strategic objectives. We set a clear vision in our [Football Powered strategy](https://spfltrust.org.uk/powered/) to reduce the impact of poverty within our communities, using the unique power of professional football.

Your job will be to work with the CEO and Operations Manager to help us achieve the income we need to improve the lives of people across Scotland and create places where people can thrive.

Primarily, you’ll take responsibility for securing medium to large sized grants, so we're looking for someone with a track record of successfully securing six figure funding from trusts and foundations. As well as writing high quality, comprehensive and persuasive funding applications, you will successfully engage with and oversee some wider fundraising tasks.

**Key Responsibilities**

* to successfully secure income and support of our strategic objectives likely upwards of £100,000
* to prepare and submit compelling funding applications to trusts and foundations
* to support the CEO and Operations Manager with the preparation of larger and more complex funding bids
* to work with the CEO to identify suitable opportunities and develop the funding pipeline
* to ensure a thorough handover to Operations Manager for programme implementation
* to work with the CEO on wider team to explore opportunities and grow income from community fund raising activities, individual donations, and other fundraising initiatives and events as required
* to hold and apply a good knowledge of fundraising best practise confidentiality and data protection

**Person Specification**

This is an exciting opportunity to join our small but dedicated team and play a key part in its growth over the coming years. The role would best suit someone who has already built some experience with in grant fundraising, and is now looking to progress to the next level. The successful candidate will have excellent written skills and attention to detail, be highly organised, self-motivated, and a good team player. More than anything we're looking for the right person who is fast-paced, flexible and passionate enough to go the extra mile for the communities we serve.

**Previous experience**

At least three years’ experience in a fundraising role ***essential***

Track records and successfully securing 6 figure funding from trusts and foundations ***essential***

Demonstrable skills and building relationships with trusts and foundations ***essential***

Previous experience within other areas fundraising.

(e.g., events and community fundraising, high net worth fundraising, corporates) ***essential***

An understanding of the impact sport can play can improving lease ***desirable***

Experience in securing funding aimed at reducing the impact of poverty ***desirable***

**Core Skills** **All essential**

Excellent written and verbal communication skills with the ability to write persuasively and engagingly.

Ability to absorb understand and extract relevant information from large volumes of written texts and financial data.

High level of attention to detail quality control accuracy and thoroughness of thinking

Proficiency with word excel PowerPoint e-mail.

Ability to manage workloads and meet deadlines with limited supervision.

Ability to work independently (sometimes remotely) and as part of a tight knit team

Keen to take on responsibility to grow and develop.

Flexibility and motivation to step in too unfamiliar areas of work on occasion.

**Practical Requirements All essential**

Ability to work from home as required.

Able to work 3 weekends a year to support organisational activity at SPFL cup semi-finals and finals

**How to Apply**

Please e-mail us at [shirleys@spfltrust.org.uk](mailto:shirleys@spfltrust.org.uk)

Please include the following in your e-mail:

1. A covering letter explaining why you're interested in and a good fit for the role. we will be using this as a way to assess your written skills and how these might translate into writing successful grant applications so please ensure that you demonstrate your ability to write persuasively and articulately and showcase your skills in structuring an argument and attention to detail.
2. A copy of your CV or a link to an online, up to date version, where we can view your employment and education history.

Closing date: Friday 17th March 2023