

Job: Senior Trusts and Grants Fundraiser

The Role

You'll be helping disabled people feel unstoppable. As Senior Trusts and Grants Fundraiser you'll be right at the heart of our team's efforts to make sure no one affected by spina bifida or hydrocephalus feels alone.

Every year we need generate over £250,000 in income from Trusts and grant giving bodies to make sure our families get the help they need. Your role will be to generate income from a range of trusts, corporate foundations, and public bodies.

What SBH Scotland can offer you

Flexibility – We offer flexible working, including the opportunity to work from home or around caring responsibilities.

Motivated and supportive colleagues – Staff scored SBH Scotland as 9 out of 10 for motivation and a supportive work environment.

An opportunity to express yourself – Staff scored SBH Scotland as 8 out of 10 for being supportive in taking risks with new ideas.

We also offer: Workplace pension scheme, salary sacrifice scheme, death in service benefit, childcare voucher scheme, 30 days annual leave plus 4 statutory holidays.

Accountable to	Director of Fundraising
Place of Work	Hybrid
Hours of Work	35 hrs per week (Monday to Friday) – Flexible working available/toil system
Salary	£32,338 - £34,920 per annum.

Key Tasks and Responsibilities

To be as unstoppable as the people we support.

- ✓ To proactively identify and develop approaches to a wide range of new potential funders.
- ✓ To work closely with the Direct Services Team and Director of Fundraising to develop compelling funding proposals that will power our services and our innovation work.
- ✓ To manage and develop new relationships with a range of Scottish trusts, corporate foundations, and other grant-making organisations, statutory bodies, and Scottish Government.
- ✓ To make full use of the fundraising team's contacts and networks wherever possible to identify "warm" prospects.

To be a team player who unifies people around our cause.

- ✓ To lead the stewardship of our funders and generating imaginative ways of engaging them in the work we do.
- ✓ To work with the Direct Services team to evaluate impact of funding.
- ✓ To support colleagues if they need help.

A commitment to continuous learning and improvement.

- ✓ Provide regular analyses of income and impact.
- ✓ To gather data and feedback to learn from failures and apply learning to improve processes and applications.
- ✓ Ensure that all donor and prospect records are maintained and updated accurately and promptly on Raiser's Edge and that record keeping is compliant with the charity's Data Protection Policy.

Person Specification on next page

To Apply

Please submit your CV and a cover letter outlining your experience, why you are interested in this role, and how you meet the skills and experience outlined above. Applications should be sent to jobs@sbhscotland.org.uk. For an informal chat about the post please email Deborah Roe, Director of Fundraising via jobs@sbhscotland.org.uk with your contact details and we will be in touch.

At SBH Scotland we celebrate diversity and are committed to creating an inclusive environment for all employees. We are also a Disability Confident Employer - If you have a disability, and meet all of the minimum criteria for this role, you can request a guaranteed interview. Please note that in your covering letter.

Closing Date for applications is: Noon Tuesday 30th April 2024

Provisional date for interviews: Tuesday 7th May 2024 at SBH Scotland, G68 0LS.

SBH Scotland is an equal opportunity employer. In order to meet the aims and commitments set out in our equality, diversity and inclusion policy we also ask if you'll kindly [fill in our Equality and Diversity Monitoring Form](#) and email back to jobs@sbhscotland.org.uk. This is, however, completely optional. Thank you.

This post is subject to PVG Disclosure Membership Scheme



Person Specification

	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> ➤ Experience of working within the Voluntary Sector and/or Fundraising Environment. ➤ Extensive knowledge of Office 365 (especially Word and Excel) ➤ Knowledge of Corporate Social Responsibility and the importance of this for identifying local community and national funding opportunities. 	<ul style="list-style-type: none"> ➤ Knowledge of Power-bi ➤ Experience of Raisers Edge
Abilities and skills	<ul style="list-style-type: none"> ➤ Working on own initiative. ➤ Good listener, with empathy. ➤ Multi-level communication skills including persuasion, networking, and the ability to represent SBH Scotland formally to senior decision makers. ➤ Experience of securing funding from trusts, grant making bodies, corporate foundations, statutory and Scottish Government. ➤ Experience of cultivating relationships and creating stewardship strategies for a wide range of funders. ➤ Experience of lateral and creative thinking when preparing proposals to meet funding criteria. ➤ Ability to work within a targeted financial environment and achieve income targets. ➤ Ability to prioritise and work to meet deadlines. ➤ Ability to carry out research and present findings in a clear and concise manner. 	<ul style="list-style-type: none"> ➤ Experience of working with a Direct Services Team to identify need and develop projects. ➤ Experience of working with a Direct Services Team to communicate project outcomes and evaluation methods to meet funder requirements.
Personal Qualities	<ul style="list-style-type: none"> ➤ Confident, enthusiastic, and adaptable. ➤ Innovative but also with a willingness to learn new skills. 	

Circumstances	<ul style="list-style-type: none">➤ Access to a car for business purposes.➤ Hold a current clean driving licence.➤ Ability to work out with normal working hours if required.	
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