



Fundraising & Business Development Manager

Salary: £33,000 per Annum

Hours: 37.5

Contract: Permanent

Disclosure: PVG is not required for this post.

Location: Hybrid.

Closing date: 5pm on the 6th June 2023

Job Specification

This is an exciting new post to enhance the development of The Marie Trust income generation that directly impacts services to support people who experienced homelessness or are at risk.

We are looking for an experienced business development manager who can write funding grants and engage with trusts and partnerships to help diversify The Marie Trust's income. They will work as part of a small team to deliver a fundraising and income generation strategy to ensure the organization diversifies its income through unrestricted, restricted, social enterprise and fundraising sources, identifying new income streams and sustainable income.

The post holder will have a proven track record in successfully writing grants and has a good grasp of Scottish grants and trusts and how to generate income.

The post holder will report to the Chief Officer and provide an update to The Marie Trust Board of Trustees.

Specific Role

The post holder will build on the work which has already been developed and work with partners, colleagues, charitable trusts and foundations, commissioners, individual donors, corporate supporters, and the public to build trust and awareness of The Marie Trust services and champion its causes.

The post holder will work collaboratively with the Operations Manager and Chief Officer to identify new and existing projects which require funding and produce a viable pipeline, implementing plans to bring the pipeline to fruition through bids to statutory funders as well as trusts and foundations and fundraising activities.

Key Responsibilities

Delivery of the below projects or services:

1. Identify new business opportunities: generate business development ideas and innovations as related to our services and qualify leads, prospects, and funding.
2. Deliver the fundraising and supporter engagement strategy in Glasgow and the wider UK with a particular focus on diversifying the portfolio to maximize income from trusts/foundations and expanding UK-wide fundraising campaigns to Scottish audiences.
3. Maximise unrestricted and restricted income that facilitates the business development pipeline through compelling funding asks, great relationships (new and existing), and excellent stewardship.
4. Maximise opportunities to drive impact by supporting the development of new social enterprises.
5. Ensure The Marie Trust has the financial resources to maintain and grow its services. You will lead in securing funding from public sector commissioners, charitable trusts and foundations, and other income sources deemed relevant.
6. Work with key colleagues to develop propositions and budgets for funding proposals.
7. Attend networking events and meetings with potential donors, grantmakers, commissioners, and corporate supporters.
8. Contribute to budgets associated with income generation and fundraising.
9. Report to the Chief Officer within agreed deadlines and agree on financial working and reporting arrangements.
10. To monitor and evaluate the strategy to ensure it is implemented, recording its impact and reporting.

Person Specification

- Relevant previous experience/ proven track record in fundraising and income generation
- Experience in leading relationships with funding bodies and trusts
- Experience in managing restricted and unrestricted income.
- A proven track record in networking and partnership/client development to deliver impact.
- Knowledge of the fundraising landscape in Scotland
- Knowledge of relevant legislation, commissions, and best practice relating to fundraising and income generation
- Ability to multi-scan and link strategic thinking to day-to-day issues.
- Ability to influence potential donors/funders.
- Strong communication skills (including presentation, written and verbal/interpersonal)
- IT literate (knowledge of word processing, databases, spreadsheets packages, internet, and website usage)