

# Job Description

## Corporate Fundraiser

**Location:** Thames Valley with the ability to travel

Hours: 22.5 hours a week (3 days)

Salary: £28,000 pro rata

**Contract:** Permanent

Hope After Harm is an established, registered charity, delivering a range of support services to those who are vulnerable or at risk of exclusion. We want to see a society where everyone feels safe and can thrive, regardless of who they are and where they come from. We enable adults and young people in their journey to recover from harm and trauma. Through support, advocacy and education we empower people to rebuild their lives and reclaim their future. And we inspire others to do the same, creating safer, more inclusive communities.

## **Role Description**

To be the driving force behind our engagement with corporates. You will get Hope After Harm "out there". Identifying opportunities, networking, and bringing in funding all at the same time as making sure our corporate supporters feel engaged and excited. You will work closely with the CEO, to define and deliver our approach and priorities.

### Responsibilities

- Researching corporates and creating target list
- Establishing contact through any access route (calls, social media, emails etc)
- Identifying corporate networking events and attending/organising attendance
- Developing corporate offer(s) to engage and excite our funders
- Developing corporate collateral to support our offer
- Keeping existing corporate supporters engaged and excited
- Keeping track of the corporate donor journey ensuring all steps are delivered including "thank you"s, website recognition etc
- Maintaining and updating the pipeline and performing other administrative tasks associated with corporate fundraising including input to reporting
- To work with our Patron to ensure that they are engaged in corporate fundraising as appropriate



Skills, Knowledge and Abilities

### Our ideal candidate would have

<u>Please Note:</u> While we know experience is important, what is most critical is your attitude to learning, working in a team, and taking initiative....

- Energy and Passion for our cause
- Good communications both verbal and written
- Skilled at relationship building with lots of enthusiasm for talking to people
- Team player able to collaborate and make links internally and externally
- Basic understanding of charitable fundraising
- Experience of raising money from businesses and other sources
- Strong organisational skills with ability to manage own time
- Basic IT skills including use of Excel and CRM systems e.g Salesforce
- Ability to create collateral using tools such as Canva
- Ability to travel across Thames Valley and occasionally beyond to attend events
- Ability to work out of hours occasionally to attend events

<u>Application Process:</u> Please email covering letter expressing your interest, with a resume of your skills and experience to <u>amanda.thomson@hopeafterharm.org.uk</u>

The closing date for applications is: Friday 14th February 2025 at 17:00hrs

Interviews (Virtually) TBC

Thames Valley Partnership trading as Hope After Harm is an equal opportunities employer; the aim of our policy is to ensure no job applicant, employee or worker is discriminated against either directly or indirectly on the grounds of race, colour, ethnic or national origin, religious belief, sex, marital status, sexual orientation, gender reassignment, age or disability. We do not disbar applicants with criminal convictions and are mindful of the requirements of the Rehabilitation of Offenders Act, 1974.