

EveryYouth – Fundraiser

Job Title	Fundraiser
Salary & Grade	£33,000 - £35,000
Hours	Full-time, 37.5 per week
Location	Remote – must be able to travel into London once a month for team meetings. Extra travel may be required occasionally.
Team	Fundraising and Communications

Key Tasks

Income Generation	<ul style="list-style-type: none"> • Contributes to achieving EveryYouth’s income target by personally delivery at least a 5:1 ROI on salary across a range of income streams. • Is ambitious and enthusiastic about the potential for EveryYouth to generate significant income in the near future.
Relationship Management	<ul style="list-style-type: none"> • Provides excellent relationship management to accounts across a range of income streams. • Writes compelling and engaging reports to demonstrate donor impact. • Presents with passion and enthusiasm for EveryYouth’s work.
New Business	<ul style="list-style-type: none"> • Writes compelling and successful applications for five and six figure grants and donations. • Supports with applications for corporate partnerships. • Helps develop a Major Donor function. • Supports EveryYouth’s ambition to diversify its income base by identifying new areas for growth within EveryYouth’s fundraising portfolio.
Events	<ul style="list-style-type: none"> • Supports on the delivery of EveryYouth’s events programme. • Helps develop EveryYouth’s event offering.
Administration	<ul style="list-style-type: none"> • Uses EveryYouth’s CRM (Salesforce) to accurately record day to day work. • Uses EveryYouth’s CRM (Salesforce) to produce reports and forecasts.
Team Building	<ul style="list-style-type: none"> • Recognises the contribution this role can make to EveryYouth’s developing team culture. • Works comfortably across different teams to develop EveryYouth’s organisational culture.

Person Specification**Essential Experience, Skills, Knowledge and Attitude**

- Excellent written and verbal communication skills.
- Experience of writing successful funding proposals
- Excellent presentation skills.
- Able to demonstrate exemplary relationship management skills.
- Highly numerate with ability to accurately report on programme and financial performance.
- Excellent attention to detail, with the ability to maintain accurate records.
- Pro-active and positive, with a creative approach to problem solving.
- Highly organised with the ability to manage conflicting demands of multiple stakeholders.
- A strong commitment to EveryYouth's mission, vision and values with a passion for making a significant and strategic difference to the lives of disadvantaged young people in the UK.
- A desire to shape the future culture of an organisation.
- A can-do and enthusiastic attitude. Willingness to work flexibly, without relying on established processes and procedures.

Equal Opportunities

All employees have a legal and moral responsibility to ensure that the workplace is free from discrimination, harassment, and bullying.