

## Senior Trusts and Foundations Manager

<b>Responsible to:</b>	Associate Director of Fundraising
<b>Location:</b>	London (101 Pentonville Road, near Kings Cross) with hybrid working
<b>Salary:</b>	<b>CHA50</b>
<b>Hours:</b>	Full time
<b>Contract:</b>	10 month FTC

### PURPOSE

Lead in the strategic development and implementation of an ambitious Trusts and Foundations and Corporate fundraising strategy for Sense International that supports income growth and ensures that we deepen our relationships with existing and proactively engage new Trusts and Foundations as well as Corporate partnerships.

Sense International's Trusts and Foundations income has grown by over 200% in the last 2 years and this role continues to be integral to our success. Due to the proximity you have to our projects and county teams you will witness first-hand how your work directly impacts the lives of children and young people with deafblindness.

You will also manage a Fundraising Officer that will support in building the Trusts and Foundations portfolio and in particular the newly developing corporate foundations strategy.

### SPECIFIC RESPONSIBILITIES

#### Strategy and Business Development

- To develop and implement an effective Trusts and Foundations and Corporate fundraising strategy for Sense International as well as yearly operational plans to ensure future income growth.
- To lead on new business leading on focusing on medium to large donors (£100k+) and build strategic relationships that go beyond a simple financial transaction but create long term partnerships.
- To set and monitor income and expenditure budgets and KPIs in line with the Trusts and Foundations and Corporate fundraising strategy.
- To identify, research and approach new Trusts and Foundations and Corporates whose strategic objectives and focus are aligned with that of Sense International.

### **Building compelling propositions and proposals and stewardship**

- Bring together concepts that are innovative and compelling for a trust and corporate audience, working alongside our country teams to support in the development.
- To manage and implement a programme of high quality proposals to Trusts and Foundations and Corporates that are aligned with Sense International's funding priorities with the aim to secure large multi-year gifts of £100+.
- To lead on the relationship management framework of Trusts and Foundations and Corporates including the development and implementation of tailored cultivation and stewardship plans to inspire and engage all new donors.
- To manage all communications those donors including donor reporting, thanking, event invites etc.

### **Team management and collaboration**

- Provide line management to the Fundraising Officer providing clear and targeted support and development, responsible for managing the wider portfolio of corporate and challenge events, small fundraising appeals and mailings to mid value donors, trusts and corporates.

- To communicate Sense International's vision and our work on the ground (both verbally and in writing) in a persuasive and knowledgeable manner preparing well targeted proposals, pitches and reports.
- To work collaboratively across Sense International to maximise opportunities and networks as well as to help develop robust fundraising proposals and budgets.

### Senior peer to peer networks and relationships

- To involve the Sense International Trustees and Executive Team in the process of building relationships with Trusts and Foundations and Corporates and exploring networks to help with new approaches.
- Support in building a Change Makers Circle to include our high value trusts and foundations and corporate partners.
- Build awareness and connections across the sector to enable wider learning, collaboration and new business opportunities with charities, partners and agencies, keeping fully abreast of relevant trends and developments.
- Ensure Sense International is up to date and compliant with sector legislation and best practice (i.e. IOF, Fundraising Regulator, GDPR, etc).

### Person Specification: Senior Trusts and Foundations Manager

Essential Criteria	Desirable Criteria
<b>Achievements and Experience</b>	
	Educated to degree level or equivalent experience
<b>Knowledge, Skills, Abilities and Personal Qualities</b>	
In-depth experience of trusts and foundations fundraising and knowledge of best practise fundraising techniques.	
Experience in identifying and researching trusts and foundations that	

have the potential to support a specific cause.	
Experience of building excellent senior relationships with trusts and foundations producing cultivation and stewardship plans for new and existing supporters respectively.	
Experience of working with senior Trustees and Executive Team to explore networks to help with new approaches.	
Excellent track record in the successful development of high quality trust and foundations proposals securing significant income.	Experience of developing high quality proposals for International development/disability focused organisations. Working with programmes and country teams to prepare projects for donors.
Experience in setting and managing budgets including reforecasting and reporting against targets.	
Excellent verbal and written communication skills with the ability to communicate passionately and persuasively while communicating complex information in an accessible and convincing format.	
Ability to effectively plan and prioritise a complex and varied workload while meeting deadlines.	

Proven ability to use own initiative and develop creative ideas to develop opportunities and solve problems.	
Proven ability to work collaboratively across an organisation to achieve a common goal.	
Experience of using a fundraising database to record donor information.	Experience of using Raiser's Edge.
Able to use standard Microsoft Office packages including Word, Excel, PowerPoint etc.	
Willing and able to travel internationally to visit programmes and conduct donor visits. <i>NB. International travel will be reviewed within government guidelines and will only be when safe to do so.</i>	
Knowledge and understanding of Sense International's history, vision and strategy.	
Understanding and supportive of our commitment to Equality and Diversity and able to articulate that to key stakeholders	