

We're Recruiting – Fundraising Manager (Part Time)

From your UK home-base you'll be flying the flag for the charity outside of Wales as a Fundraiser. You'll put on quality fundraising events and build strong relationships through our reputation and Welsh links making a difference when it comes to people with cancer.

Picture being our Fundraising Manager and putting on fundraising events such as dinners and corporate sponsored events like golf or racing days. And, linking with London in Wales Week promoting networking opportunities with grant-givers, major donors, commercial, and corporate sources. Plus, you'll help manage and set up our high value business network committees outside of Wales which we've already made a start on.

In this Fundraising job you can expect to be doing things like:

- Sales & Relationship Management – you'll be looking after a portfolio of our new and established individual and corporate high net worth donors
- Business Growth Development – you'll have five figure income targets to meet so will plan your client cultivation work to report and present how your delivery is going
- Collaborating – you'll interact with our key internal stakeholders about your work and join a team of colleagues across the business where sharing and building on ideas and taking on feedback is welcomed
- Networking – you'll promote ways our donors and prospective clients can engage with our work and navigate relationships to grow and build connections
- Event Management – you'll plan, organise and deliver quality fundraising events with networking and income opportunities
- Stewarding - through engagement and excellent customer care you'll demonstrate our values in the way you work and encourage your portfolio of connections to become embedded in supporting our aims and wider work

To be our Fundraiser with a flair you'll be skilled in areas where you can scope business development opportunities and turn them into income, manage commercial relationships and put on quality events, build an income pipeline and be self-motivated in pushing past targets.

Fundraising experience desired but not essential in comparison to your transferable skills. Similar jobs you may have experience in could be: *Corporate Fundraiser, Fundraising Manager, Partnerships Manager, Business Development, Sales Executive, Recruitment Consultant, Recruitment Manager, Account Manager, Events Manager, Sales & Marketing, Estate Agency Sales, Travel Sales, Customer Care*

We'd like your CV and a Covering Letter to demonstrate how you have done or could adapt to this type of Fundraiser role and match the job essentials. We're looking for skills to show us you can deliver:

- Effective business relationships: Build and foster lasting working relationships among high net worth and corporate donor circles
- Exceptional customer care: Put into practice second to none donor care and a prestigious level of customer service
- Identify and scope viable business opportunities and build a growing income pipeline
- Plan, organise and manage events to fundraise and network
- Collaborate with the people around to come up with great ideas, put them into practice and take on feedback as well as lead and contribute

- Capture and communicate the results of your work across a range of people and discuss and influence groups to support our cause through talks, presentations and producing reports
- Be tenacious and self-motivated to proudly deliver quality work whilst making sensible decisions around priorities, organising your own time to meet deadlines and achieving goals

The details

Working 28 hours per week flexibly you'll need a UK work base. The salary is £29,600 (or £37,000 FTE)

Days and hours can be built in and around our standard operating week as set out in our staff benefits. We're open to making the working week fit into your own lifestyle and the nature and needs of this type of Fundraising role. With a lot of autonomy in where you run events to meet your annual target there may need to be some travel to a city/location where you're generating the income or some events you run may be in evenings or weekends.

Around going to work events for the role the rest of the job can be done from home anywhere in the UK. Our Cardiff City Centre Head Office is always available to you too. Most Team meetings and day to day colleague work is handled remotely but we'd expect to see you in the office for things such as our quarterly team meetings.

To Apply

Please email your CV and covering letter to people@tenovuscancer.org.uk. They should demonstrate how your skills or experience match the job role essentials and your motivation behind your application. The closing date for your application to be submitted is by midnight the 14th May.

Your Staff Benefits

In return for joining us you'll be part of a people orientated culture, make impact through a worthwhile cause and have Staff Benefits such as:

- Core working hours 11am-3pm to fit work your lifestyle and personal life around our 7am-9pm general operating hours (flexibility in this type of role required around events)
- Super flexible place of work options with no minimum Cardiff Head Office weekly attendance requirement although we encourage as much in office work as possible
- A generous 35 days annual leave including public holidays that increases with length of service (pro rata'd for part time staff)
- Your birthday off work once you've been here for 12 months.
- Opportunity to buy up to 10 days of additional annual leave per year
- Occupational sick pay after completion of probationary period
- Contributory pension scheme
- A tailored induction and support programme to help you succeed and excel
- An Employee Assistance Programme (EAP) offering access to 24/7 confidential advice and support
- The opportunity to participate in staff volunteer activities to support the wider organisation
- The opportunity to learn from, grow with, support and develop people who volunteer with US

About us

Around 20,000 people are diagnosed with cancer in Wales every year. We're proud to support over 10% of those and we want to be there many more.

We give help, hope, and a voice to everyone affected by cancer. We understand how cancer can impact every aspect of life and how it affects families and friends too. Our wide range of services offer information, advice, and specialist support to people living with cancer, and their loved ones.

We're committed to listening to the real experiences of people affected by cancer in Wales to drive the changes that make a difference.

More about US

At Tenovus Cancer Care we're committed to making our workplace diverse and inclusive where everyone feels they belong and can be their authentic selves at work. We're proud to be an equal opportunities employer who does not discriminate based on the Equality Act 2010's Protected Characteristics. All qualified applicants will receive equal consideration for employment and we will adjust our recruitment processes where we can to support people who wish to join us.

When our people talk about working here they're proud to reflect our values. They'll use words such as friendly, fun and welcoming to describe their experience and love our work culture around job flexibility. As well as it being a nice place to work for a good cause the staff benefits are good. On top of the above we've got a stylish Head Office in the heart of Cardiff and things to support you in and out of work like an interactive induction programme, an accessible Learning Platform, development opportunities and experienced managers. Plus a Staff Social Committee who organise regular get togethers!

Equal Opportunities

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If we can support you with your application at all please contact us at people@tenovuscancercare.org.uk

Your Personal Data

We're committed to being transparent about how we collect and use that data and to meeting our data protection obligations and you can find full details about this in our Job Application Privacy Notice here on our Work for us page on the Tenovus Cancer website.

Should you have any queries regarding the use of your personal data, please contact people@tenovuscancercare.org.uk

