

# Careers



## Senior Fundraising Manager

*Full time, based in London*

As a Senior Fundraising Manager you will focus on playing a strategic role in the achievement of the department's fundraising goals. You will work collaboratively with key internal colleagues in addition to external contacts including donors, prospects, lay leaders and suppliers.

### **Main duties include:**

- Taking responsibility for aspects of current areas of focus comprising the nurturing of existing major donors, approaches to charitable trusts, winning corporate sponsors and acquiring new large donors
- Ensure at all times the highest quality donor care
- Engage with trustees, committee members, table hosts and other key lay leaders
- Within the parameters of our Strategic Plan, and in support of our goals, initiate and execute new fundraising programmes
- Play a key role in CST fundraising events, particularly the Annual Dinner
- Contribute to the department's defined income and expenditure targets
- Prepare monthly income and expenditure reports as required by the Director of Fundraising
- Keep abreast of best practice and changes in the applicable legal or regulatory frameworks
- Maintain the department's high standards of output and conduct, making it a role model for best practice within our sector
- Deputise for the departmental director, where appropriate

### **The ideal candidate should have:**

- Relevant work experience in a commercial marketing or charitable organisation
- Excellent written and oral communication skills
- High level of numeracy and IT competence
- Educated to at least degree level
- Significant experience of developing complex project proposals, data and budgets
- Experience of developing excellent working relationships
- Superb interpersonal skills and relationship-building abilities
- Ability to generate creative ideas in line with strategic objectives – managing them from implementation to completion

Applicants are invited to submit their CV together with covering letter to [careers@cst.org.uk](mailto:careers@cst.org.uk), writing 'Senior Fundraising Manager' in the subject heading.

Closing date for applications: 31 October 2018 but may close earlier if a suitable candidate is found.