



FUNDRAISING MANAGER

0.6 FTE, home-based within Scotland

ABOUT US

SCOTLAND: The Big Picture (SBP) is a charity that works to make [rewilding](#) happen across Scotland, as a solution to the growing climate and biodiversity crises, by influencing opinion and delivering practical change. Our vision is of a vast network of rewilded land and water, where wildlife flourishes and people thrive.

We are a small, friendly, agile and progressive team that works in a spirit of collaboration with many different interest groups to:

- Drive support for rewilding
- Commit more land and water to rewilding

Learn more about SBP and the way we work at www.scotlandbigpicture.com.

PURPOSE OF THIS ROLE

Over recent years, SBP has grown from a fledgling charity to an established and impactful organisation with an annual budget of over £1m in restricted and unrestricted funds.

Following the recent departure of our long-term Head of Fundraising, this new Fundraising Manager role will have responsibility for fundraising through trusts and foundations, major donors and individual giving, working with our Fundraising Officer.

The role will be focused on growing and diversifying our core funding, ensuring our projects are fully funded, managing the information and relationships relating to our funding, and reporting back to funders on the outcomes and impact driven by their support.

KEY LIAISONS

The Fundraising Manager will report to SBP's Head of Operations, manage our Fundraising Officer, and work closely with other members of the home-based SBP team, including colleagues in our Finance, Comms and Engagement, and Rewilding teams.

The role will form positive relationships with existing funders and major donors, engaging them with our vision and the outcomes of our work, and seek out new funders and major donors through compelling applications, networking and attendance of events.

The role will also liaise with fundraising colleagues in partner organisations, and where relevant share fundraising knowledge and expertise with our land partners to facilitate their rewilding activities.

KEY DUTIES/RESPONSIBILITIES

- Meet core fundraising targets, working with our Fundraising Officer to secure income through trusts and foundations, major donors, fundraising appeals, and regular individual giving.
- Secure funding for new and existing projects as required, through similar channels as for core, but targeting those opportunities more appropriate to specific fundraising asks.
- In pursuit of the above, working with our Fundraising Officer to:
 - Complete, and oversee the completion of, applications to appropriate trusts and foundations, using compelling language to convey SBP's vision, work and impact.
 - Steward SBP's existing major donors, ensuring they feel connected to our work, and seek new major donors through networking and attendance at events.
 - Plan and deliver, in conjunction with our Comms team, strong fundraising appeals that tell compelling stories to encourage our established supporter base to donate.
 - Steward our existing monthly and annual donors, and work with our Comms team on tactics and messaging to convert more of our supporters into regular donors.
 - Explore and further develop other means of raising funds in support of SBP's work, including legacy giving.
- Lead the SBP fundraising function, including:
 - Ownership and development of SBP's fundraising strategy.
 - Ownership and oversight of SBP's fundraising data, including records of applications and management of personal data relating to grants and donations.
 - Ownership and oversight of reporting to all donors and funders, to ensure that those who have supported our work see the positive impact of their support.
 - Collaborative working with other SBP colleagues and teams, including feeding information into and seeking information from the Finance and Rewilding teams, and development of compelling copy for campaigns with the Comms team.
 - Effective and supportive line management of our Fundraising Officer.

Note that corporate/business donors and natural capital are managed via a different role within the wider SBP team.

EXPERIENCE

- Proven record of successful fundraising via trusts and foundations, ideally for both project applications and core/running cost applications.
- Experience of fundraising via other channels, including individual giving and appeals.
- Experience of developing strategies to deliver on fundraising targets.
- Experience of building and managing funder/donor relationships, and reporting to funders/donors as part of stewardship.
- Experience of working remotely.

Desirable but not essential:

- Experience of fundraising for environmental/conservation causes in Scotland.
- Line management experience.

KEY SKILLS/ATTRIBUTES

- Knowledgeable about charity fundraising and key funders operating in the UK/Scotland.
- Passionate about rewilding and its potential to deliver positively for nature, climate and people in Scotland.
- Excellent writing and presentation skills, with the ability to prepare high quality, compelling applications, letters and reports for funders and donors, in line with SBP's messaging and style.
- Excellent editing skills, with the ability to check and improve applications prepared by others.
- Strong networking and relationship building skills, with the ability to engage people and inspire support/commitment in others.
- Ability to think creatively and strategically, considering different opportunities and options to approach fundraising for core costs and projects.
- Excellent organisational skills, including time management and prioritisation, with ability to effectively manage a busy workload and meet deadlines.
- Confident working with numbers/finances in relation to funding targets and applications.
- Conscientious, self-motivated and able to work well without close supervision.
- Competent with IT and able to learn quickly/troubleshoot problems independently.

TERMS AND CONDITIONS

Salary: £36-38k per annum full-time equivalent (£21,600-22,800 at 0.6 FTE), depending on experience. Salaries are paid in arrears on the last working day of each month by bank transfer.

Hours: Working hours are flexible, but must equate to a minimum of 22.5 working hours (0.6 FTE) per week, Monday to Friday. The nature of the post may from time to time require evening and weekend work. Paid overtime is not available, but time off in lieu will be given.

Place of work: This role is home-based within Scotland and will require a suitable home office working environment (SBP can provide a laptop and support additional equipment needs). Attendance of meetings and events in other parts of Scotland will also be required periodically, with travel expenses paid in accordance with SBP's Expenses Policy.

Contract: Permanent.

Flexibility: Subject to ensuring that the needs of the charity and the role are met, SBP endeavours to meet the flexible working needs of its employees.

Holidays: 28 working days per annum including public holidays, plus 5 additional office closure days between Christmas and New Year.

Pensions: You may be eligible to be enrolled into SBP's employee pension scheme. Written terms of the scheme are available on request.

Probationary period: 6 months.

Notice period: 2 months.

TO APPLY

Please submit your CV and a one-page covering letter detailing how your skills and experience equip you for the role. If applicable, please include any current notice period obligations.

Applications should be sent to **Hayley Gray** (hayley@scotlandbigpicture.com) by **5pm on Wednesday 8 January**. Any questions/enquiries should be sent to the same address. First round interviews will be conducted by video call shortly after the closing date.

SCOTLAND: The Big Picture is committed to equality of opportunity for all and we make recruitment decisions by matching our operational needs with the skills and experience of candidates irrespective of age, disability, gender, gender reassignment, sexual orientation, pregnancy or maternity, race, religion or belief, and marriage or civil partnership.