



TRUST AND FOUNDATIONS FUNDRAISING LEAD

Department:	Fundraising and Engagement Job
Title:	Trusts and Foundations Lead
Accountable To	Major Gifts and Trusts Manager
Based at:	Head Office - hybrid
Salary:	£36,000 - £40,000

Rainbow Trust Children's Charity enables families who have a child with a life-threatening or terminal illness to make the most of time together, providing expert, practical and emotional support, where they need it for as long as it is needed.



Job Summary

The Trusts and Foundations Fundraising Lead will lead the development and delivery of Rainbow Trust Children's Charity trusts and foundation programme, playing a key role in securing significant income to support families with seriously ill children.

Reporting to the Major Gifts and Trusts Fundraising Manager, you will be responsible for identifying, securing and cultivating grant-making trusts and foundations, managing a portfolio of funders, developing strategic funding opportunities, and driving sustainable income growth.

You will also contribute to the wider fundraising strategy, impact measurement and support the development of best practice across the team.

Areas of Responsibility

(specific to role)

- Lead and develop the trusts and foundations strategy to grow income and secure high-value and multi-year funding
- Lead on developing strong relationships with trusts and foundations to grow engagement and funding including five-and six-figure funders
- Identify opportunities to deepen funder involvement (e.g. multiyear funding, strategic partnerships)
- Research and engage new funders, finding creative ways to engage with them to secure funding
- Develop compelling, tailored, high quality grant proposals collaboratively with the Major Gifts and Trusts Manager, leadership team, care services and the wider fundraising and engagement team
- Deliver excellent donor stewardship and responsive communication
- Play an integral role with Data Impact and Analytics Lead to shape impact measurement, driving the marketing and fundraising needs
- Identify tailored strategies to increase and secure long-term support.
- Be a key member of the Philanthropy Team

General Responsibilities

Leadership and Strategy

- Contribute to wider fundraising and organisational strategy, planning and budgeting
- Contribute to impact measurement that drives funding applications, reporting and funder engagement
- Provide effective leadership in own area of expertise, own ambitious income targets and deliver against agreed KPIs
- Commit to the Performance Management Process and develop stretching objectives to meet the business plan
- Represent the charity professionally and ensure compliance with relevant legislation and best practice
- Take responsibility for own professional development and uphold Rainbow Trust values.

Operational and Project Planning

- Deliver agreed objectives and use initiative to develop and manage own work programme in consultation with line manager across timeframes
- Monitor progress against KPIs and report variances
- Ensure value for money and manage time and resources effectively

Working with Customers and Service Delivery

- Build and maintain strong relationships with funders and stakeholders
- Deliver high-quality timely reports to funders, demonstrating impact and outcomes
- Maintain oversight of grant compliance and funding conditions
- Represent the charity across audiences and events
- Provide excellent supporter care, responding promptly to enquiries
- Share relevant information internally and report complaints appropriately

Developing, Maintaining Systems and Procedures

- Use CRM system to track activity, income and deadlines effectively
- Use data to track performance, inform decisions and support reporting
- Contribute to data analysis, ensure data quality and regular cleansing
- Ensure compliance with GDPR, confidentiality and policies

People Management and Development

- Support recruitment, supervision and retention of volunteers and interns through effective supervision
- Provide guidance and informal coaching to new team members
- Provide guidance, motivation and recognise contributions

Team Working and Collaboration

- Champion continuous improvement initiatives and people development initiatives, including Buddying, PI and SBI processes
- Work closely with care services, finance and the Senior Leadership Team to develop strong funding cases, gather impact data and align funding to organisational priorities
- Share knowledge, contribute to meetings and support colleagues
- Contribute to a high-performing, collaborative team culture

Special Conditions

- Undertake external meetings, occasional out-of-hours work and UK travel
- All staff have a responsibility to maintain an up-to-date knowledge and awareness of issues around safeguarding of children, through the completion of the relevant training at a level commensurate with their role
- The list of responsibilities outlines above are not intended to be exhaustive and the post holder may be required to carry out other reasonable tasks or responsibilities under the direction of a manager

PERSON SPECIFICATION

Trust & Foundations

Fundraising Lead



SUPPORTING FAMILIES
WITH A SERIOUSLY ILL CHILD

ESSENTIAL

DESIRABLE

Experience

(Previous roles,
types of organisations)

- Significant track record of securing funding from trusts, five-figure grants and multi-year gifts to meet and exceed income targets
- Experience of producing compelling, tailored proposals and reports for trusts and foundations or equivalent
- Experience of managing and developing supporter/customer relationships, including communicating with and influencing donors/customers on the phone, face to face and in writing

- Management of volunteers.

Special Competencies

(Specific job-related skills
knowledge understanding)

- Strong research and application writing skills
- Strategic thinking with the ability to identify and develop new opportunities
- Understanding of impact measurement
- Strong relationship management and influencing skills
- Experienced negotiator with an ability to influence verbally and in writing
- Strong organisation skills and attention to detail
- Proficient in standard office software.

Disposition

(Influence over others,
dependability, self-reliance)

- Builds and maintains effective working relationships
- Working accurately within established standards and guidelines
- Multi-tasker - faster-than-average pace to meet deadlines
- Quick learner with a positive response to pressure and challenge
- Socially focused attitude with task-based collaboration
- Motivating and persuasive communicator.

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Thinking Style

(Practical, conceptual, innovative, traditional, change orientated)

- Collaborative decision maker supporting established policies and procedures
- Careful, critical scrutiny of new ideas to maintain standards
- Quick evaluation based on knowledge and minimising risk
- Proactive, expertise-based problem solving, overcoming obstacles
- Strong, friendly follow up on delegated tasks to ensure proper results.

Attainments

(Academic & prof qualifications & training)

- Evidence of literacy and numeracy appropriate to the level of the role
- Educated to at least A level/or equivalent.

Motivation

(Ambition, money, security)

- Achieving accurate and timely results
- Recognition for high performance
- Broadening of responsibilities
- Genuine interest in the business, agenda and needs of others.

Circumstances

(Mobility, special demands of job, unsocial hours)

- Commitment to own continuing professional development
- Some flexible working to accommodate UK travel.