



Job Description

Corporate Fundraiser

Salary	£26,500-£30,500 per annum
Grade	2a (Specialist)
Contract	Full Time 35 hours per week, Monday-Friday 9am-5pm (potential flexibility on working hours, minimum 28 hours per week)
Location	Salford & Hybrid Working
Reporting to	Business Development Manager

Introduction

Salford Foundation tackles disadvantage and changes lives working across Greater Manchester. Our Strategy 2025-30 focuses on creating sustainable income to meet service development and business growth. The Corporate Fundraising Officer supports income diversification by engaging with corporate donors and corporate partners to meet annual corporate and fundraising income targets of £350k+ p.a.

You will cultivate strategic corporate partnerships and develop fundraising relationships with corporate partners, corporate foundations and employers. Working closely with the CEO, Business Development Manager, Digital Marketing Officer, Finance Team and Service Managers to:

- Manage the corporate pipeline opportunities for donors, prospects and targets
- Prepare and present winning proposals, bids and grant applications
- Create digital marketing content and corporate fundraising campaigns
- Lead on the corporate fundraising strategy and reporting on performance.

This is an exciting opportunity to join our team and engage with key businesses and corporate partners in the North West. You will have a minimum of 2 years' experience of corporate fundraising and managing strategic partnerships. You should have a good understanding of corporate social responsibility and social value with excellent stewardship, communication and marketing skills and be committed to high levels of customer service and professionalism.

Key tasks

1. Leading on the development and implementation of the corporate fundraising strategy and annual plan.
2. Managing the corporate pipeline, identifying and researching new fundraising opportunities including corporate grants, donations, sponsorships, employee fundraising and other income.
3. Managing your workload effectively to ensure achievement of agreed annual corporate fundraising and donations targets and reporting quarterly on performance.
4. Researching and recording key contacts, relationships and actions on shared networks and systems.
5. Designing and delivering digital marketing and fundraising campaigns to engage corporate donors and generate new income.
6. Working collaboratively with colleagues to co-ordinate and plan approaches to corporate donors, prospects, targets and supporters.
7. Promoting Salford Foundation's strategy, mission, values and services and acting as a brand ambassador to raise the organisation's profile amongst key corporate and business stakeholders.
8. Preparing and submitting high quality and timely branded corporate proposals, partnership agreements and presentations.
9. Managing key corporate relationships, developing corporate partnerships and relationships and delivering high levels of professionalism and customer service
10. Recording, monitoring and reporting on key performance indicators internally and externally to meet corporate partners, funders, SMT and Board requirements.
11. Attending and presenting at internal and external business networking, CSR, Social Value, meetings, workshops and events as required.
12. Attending supervisory sessions, relevant subject based training, briefings and networking events to keep up to date with legislation, policies, practice and technology.
13. Implementing and complying with all Salford Foundation's policies including Social Media, Fundraising; Safeguarding Policy, Health and Safety Policy, Data Protection and Confidentiality.
14. Undertaking any other tasks of a similar level of responsibility as requested by the Senior Management Team or Line Manager.

Essential Knowledge

- Good working knowledge and understanding of corporate fundraising and business development
- Knowledge and understanding of corporate social responsibility and social value
- Knowledge and understanding of fundraising code of practice and charity law
- Knowledge and understanding of digital marketing and social media channels

Desirable Knowledge

- Knowledge and understanding of social exclusion, poverty and deprivation and their impact on children, young people and adults.

Essential Experience

- 2 years' experience of working in a corporate fundraising and income generation role
- Experience of managing and developing relationships with corporate partners
- Experience of achieving annual income targets of £300k+
- Experience of supporting and/or developing marketing, social media and/or digital marketing campaigns

Desirable Experience

- Experience of project management and working collaboratively to develop project ideas and proposals

Essential Skills

- Ability to write accurate, creative and persuasive content to engage target audience(s)
- Ability to communicate authentically to build rapport with internal and external stakeholders
- Ability to work independently, plan and prioritise workload to meet deadlines
- Ability to achieve income targets and report on performance
- Good IT & digital skills with proficiency in Microsoft packages,

Desirable Skills:

- Creative skills with ability to use AI, digital tools, online and social media platforms

Values and Attitudes

- Growth mindset and
- Solutions focused with commitment to achieving mutually beneficial outcomes

Special Conditions

- Use of a car is desirable but not essential for this role