

Philanthropy & Partnerships Event & Product Fundraiser

Information for candidates



Children 1st

Hello from the Director of Fundraising

First of all, I am delighted that you might be interested in joining our team at Children 1st. If you are ambitious and looking for a charity determined to change the world for children then we will be a perfect match.

I joined Children 1st in March 2019, shortly afterwards we launched our new fundraising strategy which is designed to inspire people in Scotland to put children first.

Since then, we've been implementing that strategy, we've been trying some new things and we've grown our net income.

We are a good size, not too big – so we are well connected to each other – but still big enough to get things done, to make a difference and to transform the lives of Scotland's children.

This is an exciting time for fundraising at Children 1st and our

Event & Product Fundraiser within Philanthropy & Partnerships plays a critical role.

We want to deliver outstanding supporter experiences; we want to reach new and engage better existing audiences. By supporting the work of our fundraising teams, you could be central to the success we can achieve.

I am excited about our work and our plans (I know you'd expect me to say that). If this pack has piqued your interest, I'd invite you to get in touch for an informal chat (email me at Gary.Kernahan@children1st.org.uk).

A handwritten signature in purple ink that reads "Gary".

Our Vision and strategy

Our vision for fundraising

Inspiring people in Scotland to raise funds to put children first.

Strategic themes

To support the achievement of our vision the following five strategic themes have been developed:

- We will grow sustainable **income**.
- We will deploy a highly skilled fundraising **team**, who are connected to the cause, for greatest impact.
- We will create a **culture** where everyone understands how their role contributes to raising money.
- We will evolve our portfolio of opportunities to reach new and engage existing **audiences**.
- We will deliver outstanding **supporter** experiences.



Our leaders in Fundraising and Business Development

As well as our Philanthropy & Partnerships team, we have three other teams within our department:

- **Business Development & Trusts** which brings together our work to seek funding from statutory sources, local authorities and charitable trusts.
- **Public fundraising** which covers community, events, individuals and legacies.
- **Fundraising Development & Operations** provide our overall Supporter Care function to make sure that our supporters are able to make donations in lots of different ways, and that every supporter has a memorable experience.



Euan
Head of Business
Development & Trusts



Susan
Head of Public
Fundraising



Karen
Head of Fundraising
Development and
Operations



Jo
Head of Partnerships &
Philanthropy

Our team

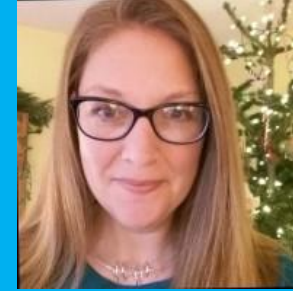
Our focus in P&P is on maximising the relationships we hold, and developing strategic and truly transformational partnerships with individuals and organisations. We are a small team, and as such have to apply our resource carefully – we are focussed on making targeted approaches to those supporters where their values align with Children 1st.

We have three key areas of focus in the team:

- **Philanthropy** – Identifying and maximising opportunities from high net worth individuals and their networks, managing a prospect pipeline and relevant products such as our Giving Club (launching soon).
- **Partnerships** – Establishing partnerships with corporates with the potential to provide donations, gift in kind or pro-bono support and fundraising support.
- **Events and Products** – straddles both sides of P&P; engaging our supporters within P&P and across the wider Fundraising disciplines with high quality stewardship and cultivation events and relevant products such as [Dragons Glenn](#).



Jo
Head of Partnerships &
Philanthropy
(Joined Dec 2021)



Caroline
Senior Fundraiser –
Philanthropy
(Joined 2019)



Claire
Senior Fundraising –
Corporate
Partnerships
(Mat leave until March 2022)



YOU!
P&P – Product and
Event Fundraiser



Amy
Senior Fundraiser –
Corporate
Partnerships
(Joined Jan 2022)



Currently also
supported by
Remarkable
Partnerships whilst
Claire is on mat leave

The role

Philanthropy & Partnerships Events & Product Fundraiser



The Philanthropy and Partnerships team works to identify and maximise opportunities from corporates and high net worth individuals.

We have had a break from high value cultivation and stewardship events since the start of the pandemic as in person events were paused, and whilst we have tried a couple of small virtual events we haven't hit our stride.

We know we have to drive our events programme forward and need someone who is enthusiastic, ambitious, organised, and who wants to deliver amazing donor experiences to help us do that. We need to keep one eye on in person opportunities whilst bring virtual events at Children 1st to the forefront so we are covering all bases.

We also want to ensure what we are offering our P&P supporter base in terms of ways to get involved is right for them, and of the highest standard. This role will work with other teams across fundraising to make sure we are offering the right things, to the right people at the right time in order to deliver income and progress our pipeline.

We are looking for someone who knows how important amazing stewardship and stakeholder management is. We want someone who relishes event management and loves looking after the detail to deliver truly high quality experiences.

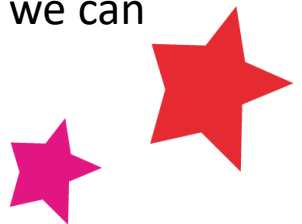
We need someone who is solutions focussed and pro-active – we are at a really positive point in time for the P&P team as due to internal moves we have an almost entirely new team, and are benefitting from external support from Remarkable Partnerships.

There is the scope to achieve amazing things – we just need the right person to help us do that.

Examples of the kinds of tasks you'll be doing

Philanthropy & Partnerships Events and Product Fundraiser

- Planning and delivering events, both in person and virtually and all that entails;
 - Project planning
 - Requesting and briefing in marketing/comms support
 - Booking venues
 - Arranging for virtual platform support
 - Preparing and circulating invitations
 - Engaging key stakeholders across the organisation to obtain their support, insight and attendance
 - Evaluating events
- Staying on top of the events budget for P&P, highlighting any risk, and ensuring contingency plans in place to avoid loss of income.
- Supporting the wider P&P team members with supporter stewardship activities and products such as Dragons Glen
- Scanning for relevant events happening in the sector that we can learn from and be inspired by



Some
questions
you might
have

Salary, Annual Leave and Benefits

The salary scale for the role is £27,477 to £32,076. Your holiday entitlement is 40 days (inclusive of 9 public holidays which you can choose to take at any time).

We also have a contributory pension scheme (the charity will pay up to 8% of your salary) and life assurance.

Geography and Location

Where you work from is flexible, you just need to live in Scotland. You will be remote based, but will have the opportunity to work from our Edinburgh office and service hubs around the country. Due to the nature of this role, travel will be expected to organise and deliver events across Scotland which may include overnight stays, as well as to attend meetings and visit our services.

Diversity and Inclusion

We seek to tackle all forms of discrimination both internally and externally. We recognise that we are not as fully representative as we want to be yet and we are challenging ourselves every day. We welcome and encourage applications from diverse backgrounds and will always consider transferable skills and experience.

Learning and Development

Learning and Development is important to us and our team. We hope it's important to you too. As an organisation we invest in training and deliver much of this through our own Learning and Development Team. We also provide opportunities for external training. For example attendance at the CloF Scottish Conference.



The process and timetable

This is a two-way process

We know this is a big decision and that you'll be assessing us and making important decisions about your future. We've designed a process to allow both of us to get to know each other.

If you would like to arrange a call or Teams/Zoom chat with the recruiting manager, Jo McGuinness – Head of Philanthropy & Partnerships about what the role involves, expectations, the interview process or anything else please email Jo on jo.mcguinness@children1st.org.uk to arrange a time and date.

Closing date – Sunday 30th January

Shortlisting– Monday 31st January

Interview– Thursday 10th February

- Panel interview (virtual) involving a Q&A and a task
- Panel will be Jo McGuinness and Karen Hodgins
- Details of the task will be provided with the invite to interview for successful applicants
- As the interview is not a memory test, nor an 'on the spot test', interview questions will be provided by email to successful applicants 24 hours in advance of interview to allow for any reflection and preparation you may prefer to undertake.



Thank You

