

A photograph of two young women sitting on a wooden windowsill in front of a brick wall. The woman on the left has long dark hair, is wearing a light blue denim jacket over a dark top and black leggings, and is smiling. The woman on the right has long blonde hair, is wearing a black t-shirt with the words 'YOUNG AND' visible, and black leggings. They are both looking towards each other and smiling. A large window with a grid pattern is behind them, and a white lamp is visible on the sill. The brick wall is made of reddish-brown bricks.

Appointment of
**Fundraiser -
Grants & Trusts**

Youthscape



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Youthscape

We are Christians passionate about seeing positive transformation for all young people.

We are building on a 25 year investment in one place to see real change in the lives of teenagers. We are part of a wider movement of churches and faith organisations working for the good of young people and believe that a renewed local church is key to a better future for teenagers of every background and belief.

At the heart of our work is Bute Mills, our pioneering Luton hub where we meet young people in schools, churches and the community. Research and innovation are core values as we seek to understand youth culture, enabling us to develop new resources and models of youth work and refine established approaches because a rapidly changing culture demands innovative thinking and practice.

We then share what works nationally through events, training, consultancy and resources. Our resources for youth work include our conference the National Youth Ministry Weekend; a weekly podcast hosted by Rachel Gardner and Martin Saunders; the Open Me series of devotionals for youth workers; a comprehensive annual programme of training and a range of innovative resources, all of which are available in the Youthscape store.

Our vision is to see the landscape change for every young person in the UK beginning with those in Luton. Ultimately we want to see all churches inspired and equipped with everything they need to see transformation in the lives of the young people in their community.

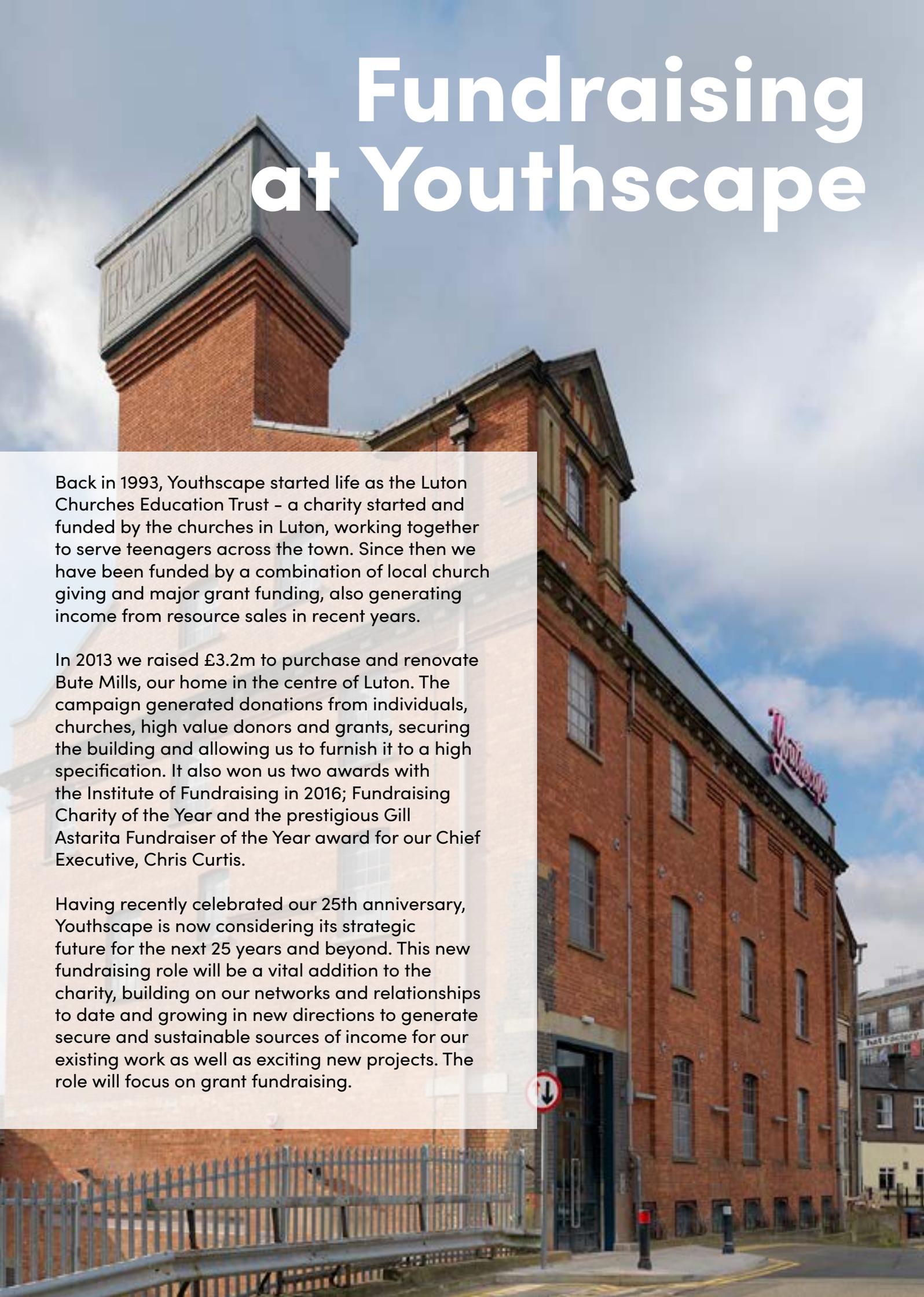


Fundraising at Youthscape

Back in 1993, Youthscape started life as the Luton Churches Education Trust - a charity started and funded by the churches in Luton, working together to serve teenagers across the town. Since then we have been funded by a combination of local church giving and major grant funding, also generating income from resource sales in recent years.

In 2013 we raised £3.2m to purchase and renovate Bute Mills, our home in the centre of Luton. The campaign generated donations from individuals, churches, high value donors and grants, securing the building and allowing us to furnish it to a high specification. It also won us two awards with the Institute of Fundraising in 2016; Fundraising Charity of the Year and the prestigious Gill Astarita Fundraiser of the Year award for our Chief Executive, Chris Curtis.

Having recently celebrated our 25th anniversary, Youthscape is now considering its strategic future for the next 25 years and beyond. This new fundraising role will be a vital addition to the charity, building on our networks and relationships to date and growing in new directions to generate secure and sustainable sources of income for our existing work as well as exciting new projects. The role will focus on grant fundraising.



Why work at Youthscape?

Passion

Whether we're cleaning, mentoring, working in drop-in, creating new resources, planning events, looking after the finances, posting orders to customers, training youth workers, filing, delivering sessions in schools or fundraising, young people and their wellbeing are at the heart of everything we do.



Faith

The team meet every Monday morning to pray and focus on God at the start of the week, followed by breakfast together. We also go on a 48 hour retreat three times a year as a great chance to get away together for teaching, prayer, worship and to get to know each other better as a team.



Package

Our team work in a state of the art office in Luton town centre with free car parking. They enjoy 25 days of holiday per year, plus bank holidays and time off in lieu of extraordinary hours worked. We also operate an employer's contributory pension scheme for all staff and a sixteen week sick pay policy.



Opportunities

The team also have opportunities to get involved with wider ministry, including the National Youth Ministry weekend and other events, representing us at festivals and exhibitions and joining the innovation process for new resources. Team are also encouraged to volunteer at drop-in or as a mentor.



Role Description:

Fundraiser - Grants & Trusts

A highly-motivated and experienced fundraiser with a proven track record in securing grants of 5-figures or more. The successful candidate will be able to demonstrate experience of extensive prospect research, identifying and researching potential new funders to produce a pipeline of prospects, proactively obtaining a detailed knowledge of the organisation's various projects. Building productive relationships with new and existing funders and providing regular updates will be a crucial element of this role. **We're looking for someone who is able to shape, develop, implement and lead Youthscape's Grants & Trusts funding strategy.**

Salary: from £30,000

Key responsibilities and tasks

- 1. To develop and implement a grants & trusts funding strategy for Youthscape.**
 - 1.1 To develop and fulfil a grant funding plan for the mid to long term
 - 1.2 To work with the Finance Director to understand our funding needs and long term growth aspirations
 - 1.3 To create a pipeline of potential new funders
 - 1.4 To set up and closely monitor key performance indicators in response to the annual plan and strategy

- 2. To grow the number of Youthscape's grant funders and grow grant income**
 - 2.1 To maintain relationships with existing funders
 - 2.2 To strategically identify new funders
 - 2.3 To research the information needed for fundraising documentation and to write compelling grant applications
 - 2.4 To secure grants from new funders
 - 2.5 To liaise with Youthscape teams to ensure a strong knowledge of work undertaken enabling effective grant proposals
 - 2.6 Meet an annual income target by securing five figure gifts
 - 2.7 Prepare high quality cases for funding, including written proposals, presentations and reports

- 3. To develop appropriate processes and systems for grant funding and reporting**
 - 3.1 To identify and develop necessary systems and processes to aid with identifying donors, facilitating timely grant applications and understanding reporting requirements
 - 3.2 Prepare regular, timely grant reports.
 - 3.3 Maintain database of funders which includes application status and other relevant details
 - 3.4 Ensure that fundraising activity adheres to best practice, the Fundraising Regulators code of practice and any relevant fundraising and data protection legal requirements
 - 3.5 Understand safeguarding needs of our beneficiaries when preparing funding reports.

4. To fulfil wider responsibilities as a member of Youthscape

4.1 To participate, as required, in meetings, training and development, and staff activities within Youthscape, including our weekly chapels on Mondays at 9am and attendance at three 48-hour retreats each year.

4.2 To participate in Youthscape collaborative work, as required.

4.3 To carry out any other reasonable tasks as required by your line manager.



Person specification

Skills

People skills

- good interpersonal skills
- ability to build good relationships
- good communication skills
- professional approach

Strategic skills

- attention to detail
- organised and methodical
- good creative skills
- strong analytical skills
- clear judgment and decision-making
- ability to write clear, concise and compelling funding proposals and reports

Personal skills

- honesty and integrity
- personal effectiveness and self-management
- highly motivated and committed
- pro-active

Experience

- at least 3 years' experience of grant and trust fundraising
- proven experience of securing 5-figure gifts
- experience of producing impact reports
- ability to translate complex information into compelling fundraising messages

Knowledge

- working knowledge of the Fundraising Regulators code of practice
- relevant fundraising and data protection legal requirements

Values and ethos

- there is a requirement that the role be held by a Christian

Desirable

- fundraising qualifications
- experience or interest in Christian youth work
- full driving licence

Conditions of Employment

Location: Bute Mills, Luton

Hours: 40 hours per week

Holiday: 25 working days + bank holidays

Probation: 6 months

Termination: 3 months by either party

We are happy to consider candidates looking for part time and flexible working hours.

Completed application form and CV to be sent to karen.hornett@youthscape.co.uk

Appointments will be subject to candidates providing references, a clean DBS and proof of eligibility to work in the UK.

Application forms can be downloaded at youthscape.co.uk/about/work-with-us

Youthscape is a registered charity no. 1081754