

YOUR NEW ROLE AT THE TRUST

JOB TITLE:	Fundraising Project Manager	PAY BAND:
FUNCTION:	Fundraising, Brand & Marketing	Support Delivering
THE TEAM:	The Philanthropy team is a crucial part of the Fundraising and Marketing Directorate and has long played a key role in income generation for The Trust, collectively responsible for raising up to £18m per year in support of our life-changing work for young people across the UK.	Specialist/Managerial Technical Lead/Function Head Senior Leadership Team

WHERE YOU WILL FIT

Director of Philanthropy	Senior Head of Collective Philanthropy	Head of Collective Philanthropy (WSW)	Fundraising Project Manager
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HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

The King's Trust supports young women and girls to develop the practical skills and emotional resilience they need to build a positive future for themselves, no matter what barriers they may be facing. We raise money to support young women and girls on King's Trust programmes in two ways: through the Women Supporting Women (WSW) community, a philanthropic giving group for major donors and for Trusts & Foundations, and through the Change A Girls Life campaign (CAGL) for corporate partners and the general public.

You will play a central role in coordinating projects and managing key relationships for the Women Supporting Women community. You'll be a trusted source of knowledge and insight on The Trust's work to support young women, working closely with the Head of Collective Philanthropy (WSW) and with other colleagues across the Fundraising and Marketing directorate to drive engagement, steward relationships and support fundraising that empowers young women and girls.

WHAT WILL YOU DO?

-  Work collaboratively across Fundraising and Marketing to ensure alignment on fundraising for women and girls.
-  Provide project management support for the WSW community, tracking WSW membership and income including the 50 for 50 campaign (50 new donors by March 2027)
-  Coordinate and plan WSW group communications including regular e-newsletters, virtual update events, and key milestone moments.
-  Own the WSW annual engagement calendar and coordinate as appropriate with the CAGL calendar of promotions and activations. Support on the delivery of WSW cultivation events
-  Act as a central coordinator and gatekeeper for key fundraising resources for young women and girls, including the latest statistics and data, case studies, templates, impact examples, and the overall case for support, ensuring teams are aligned and equipped with the tools and knowledge they need.
-  Use your profile-raising skills to promote WSW and CAGL both internally and externally so they can continue to be sector leading fundraising initiatives.
-  Support with the relationship management and coordination of key influencers and committee members, including the creation of briefing documents and coordinating key meetings.
-  Update the CRM system so that information is accurate for prospects, donors, and events, and use reporting tools to track overall progress against fundraising targets.
-  Responsible for actively contributing to an equitable, diverse, and inclusive workplace.



King's Trust

THE SKILLS YOU'LL BRING

All of the roles at The Trust are key to our success and there are certain skills we need to be successful. And while we will shortlist the most qualified people for the role, we ask everyone for a supporting statement. If you think you could do the role, but don't have all the desirable experience, we would still love to see an application from you.

WE REALLY NEED YOU TO HAVE THESE

Skills & Knowledge	Why do we need this?
Exceptional verbal and written communication skills	Persuasive verbal skills and writing for impact are key to interactions with prospects, donors, committee members and internal and external colleagues.
Strong interpersonal skills, with an ability to negotiate, influence and build warm and authentic relationships with a wide range of people at all levels	You will be building trust and credibility with internal and external stakeholders - from young people and staff to donors, and committee members and seeking buy-in from wider fundraising teams.
A solution-focused approach proactively taking initiative and identifying problems and opportunities	Need to navigate both internal and external barriers to support fundraising success
Strong project management and organisational skills to plan and prioritise work with multiple deadlines, and the ability to act as a central connector and source of knowledge across teams.	You will work across multiple different teams and with numerous internal stakeholders and will need to bring a holistic view to the theme of women and girls whilst also tracking lots of fine detail.
Experience	Why do we need this?
Experience in project management within a target-driven environment, working with multiple teams.	This is a complex organisation and so it's essential to have similar experience in the commercial or charity sector.

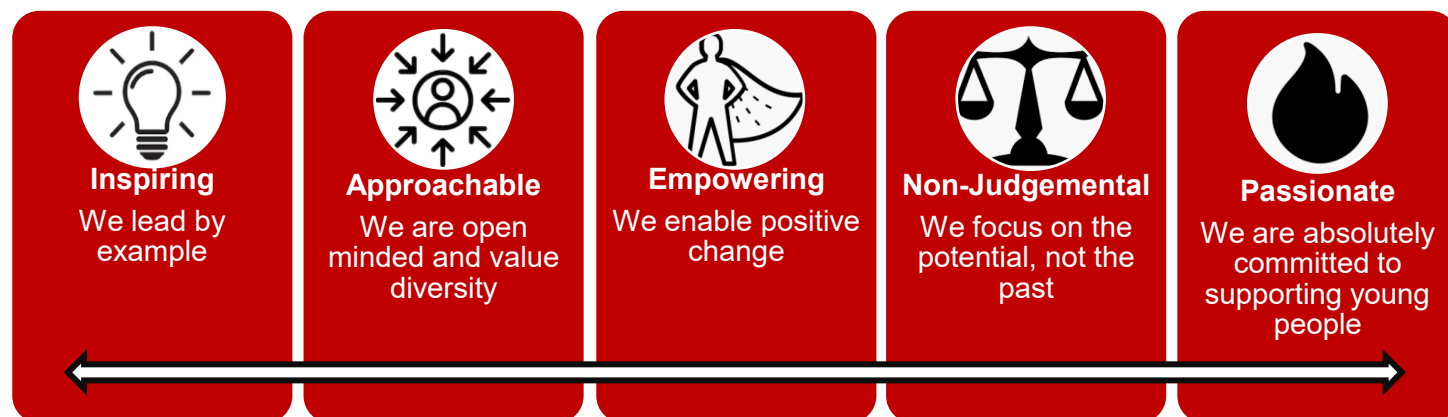
WE WOULD LOVE IT IF YOU COULD DO THIS

Skills & Knowledge	Why do we need this?
A good understanding of fundraising and what motivates different funders to give e.g. philanthropists, Trusts and Foundations, and businesses.	You will be collaborating with and supporting fundraising colleagues who manage relationships with donors and partners. A good understanding of motivations to give is important.
A strong understanding of, and empathy for, the challenges young people within The Trust's target groups face	This will enable you to fulfil your role as an advocate of the charity with sufficient passion and persuasive ability as a fundraiser.

WHAT DO WE EXPECT FROM YOU?

OUR VALUES

Our values are at the heart of everything we do – they articulate who we are and how we work together to achieve our aims to help young people.



Here at The King's Trust, we're committed to equality, diversity and inclusion. We want to be an organisation that's representative of the communities we serve, which is why we strive for diversity of age, gender identity, sexual orientation, physical or mental ability, ethnicity and perspective. Our goal is to create an environment where everyone, from any background, can be themselves and do the best work of their lives.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by KT CAN (our Cultural Awareness Network), KT GEN (Gender Equality Network), KT DAWN (Disability & Wellbeing Network) and PULSE (LGBTQIA+ Network). For more information, [click here](#).

OUR BEHAVIOURS

We expect certain behaviours from you about how you interact with colleagues, our partners, young people & the public. As someone who works at a specialist/managerial level, we would expect that you live these behaviours.

Leading by Example	Continuous Improvement	Effective Communication	One Team	Delivering Results
You inspire others through a passion for what we do You keep young people and our end goal in mind You build trust in others through reliability and holding self-accountable for success Resilient in the face of challenges, not taking constructive criticism personally You're authentic and bring unique talents to work, encouraging others to do the same You role model integrity and act according to our Values	You champion change initiatives and help others see the benefits and opportunities You take an entrepreneurial approach to improving how we do things You seek opportunities to enhance your own development and build expertise You role model a positive and constructive approach to giving & receiving feedback You support others in adapting to change	You're approachable, clear and assertive You cascade important and relevant information to others clearly and swiftly You treat people as individuals, tailoring communication and influencing style accordingly You communicate difficult messages and challenge others' thinking effectively You listen to and empathise with others to understand the root of situations before responding	You role model effective and mutually supportive teamwork with colleagues You manage the expectations of others, gaining buy-in where required You share knowledge and information You build and invest in relationships across The Trust You use awareness of how your own team fits within the wider organisation to find solutions	You translate The Trust's long-term vision and strategy into actionable plans & targets You take responsibility for making and implementing logical, data-based decisions You're flexible and responsive as priorities and requirements change You seek solutions and solve problems, empowering others to do the same

THE WELFARE OF OUR YOUNG PEOPLE

The King's Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of this commitment, we undertake basic disclosure checks per the Codes of Practice for all roles within The Trust, and for our roles working directly with young people, at an enhanced level. Having a criminal record will not automatically exclude applicants.