



NORTHAMPTON SAINTS FOUNDATION

FUNDRAISING, GRANTS & EVENTS OFFICER (PART-TIME - 21 hours per week)

JOB DESCRIPTION

REMIT:

- Generate fundraising and revenue through proactive relationship building with potential corporate partners.
- Events planning and delivery
- Writing bids and grant applications.

BACKGROUND:

The Northampton Saints Foundation was established in 2017 and is the charitable arm of Northampton Rugby Football Club.

This is an exciting time to join Northampton Saints Foundation as we look to develop and expand our existing programmes and add new ones to meet our mission of using the values of Northampton RFC and the power of sport to Educate, Inspire and Support young people and their communities.

More detail can be found at: <https://www.northamptonsaintsfoundation.org>

As a stand-alone charity, we generate our own revenue through grants, funds and sponsorship. We are recruiting for this new role to support the further development of the Foundation and its programmes.

Reporting to the Managing Director, the Fundraising, Grants and Events Officer will be responsible for devising and delivering a fundraising plan for corporate fundraising, grant applications and the planning and organisation of a fundraising events calendar. The funds raised will be used across the Foundations programme portfolio to enhance, develop and expand our offering.

RESPONSIBILITIES:

- Plan and deliver fundraising events and activities to generate revenue for the Foundation
- Develop strong links with partners/sponsors/funding agencies in order to increase revenue. Create and deliver on proposals for partners
- Bid and grant writing, in conjunction with Managing Director and Programme Leads to secure funds for the Foundation

SPORTSMANSHIP - PRIDE - INNOVATIVE - RESPECT - INTEGRITY - TEAM WORK

- Promote understanding and support of Foundation programmes amongst the playing squad, managing and coordinating the activities of the player ambassadors
- Work effectively with the marketing ,communications and operations team to broadcast the success of the Foundation programmes
- Effectively use social media platforms for recruitment and promotion of all fundraising activity
- Coordinate the Foundation and other charity match day activities
- Provide monthly reports to Managing Director of the Foundation
- Contribute to the overall ethos/work/aims of the Centre.

OTHER:

- Given the leadership elements of this role, and the nature of the Foundation's activities, we would expect that the candidate may need to work extended hours on occasion during times of peak activity, including evenings and weekends.
- The role description and role title may be subject to change at the discretion of the Northampton Saints Foundation and in accordance with business developments. Any changes will be communicated to the role holder as appropriate.
- Northampton Saints Foundation is an equal opportunities employer and would welcome applications from a fully diverse range of candidates, regardless of age, gender, ethnicity, sexual orientation, faith or disability.
- The successful candidate will need to be DBS checked.
- A full, clean driving licence is preferred, as is an existing mini bus driving qualification, or an openness to secure one.

APPLICATION:

Please send CV and covering letter to: Catherine.deans@northamptonsaintsfoundation.org

Closing date: 20 September 2019