

Disability Snowsport UK Job Description



Role: Senior Partnerships Fundraising Officer

Location: Home-based, with some travel across England and Scotland.

Reporting to: Trusts and Fundraising Manager

Hours: 22.5

Salary: £25,000 FTE

Disability Snowsport UK is the UK's leading adaptive snowsport charity. We offer unique opportunities for people with disabilities to access snowsport. There are an estimated 14 million disabled people in the UK and it's our ambition to reach as many of these people as possible so that they can experience the unique health and social benefits of snowsport. We deliver adaptive ski lessons in centres across the UK, facilitate trips to Europe and the USA to teach skiing in an alpine environment; and provide a platform for disabled skiers to meet and participate in snowsports through our local groups.

Disability Snowsport is committed to flexible working, the post is home based and can be anywhere in the UK. We have teams located in Manchester, Glasgow, Hemel Hempstead, Tamworth and Aviemore. If you would prefer to be office based, our main office is at Glenmore Lodge, Aviemore.

Scope of work

Working with the Trusts and Fundraising Manager, the Senior Partnerships Fundraising Officer will lead on DSUK's corporate, education (Universities) and community partnership fundraising. The focus of the role will be to develop both strategic and local partnerships with businesses, organisations and institutions.

You will be creating new sustainable income streams to capitalise on opportunities and have full creative license on how DSUK raises funds working with partners. This will include local and national corporate partnerships (e.g. charity of the year and cause related marketing, donations at check out) but you will be supported by an open-minded senior team and we welcome your ideas.

At this point in the team's growth, the Partnerships Fundraising Officer is also responsible for fundraising administration associated with the role. Support from the office administrator is available to help in peak times. We are entering an exciting new phase at DSUK and it is anticipated that this role provides room for future growth.

We are looking for an adaptable, confident, and proactive individual who is people-focused and who possesses exceptional partnership/relationship development and organisational skills. You will have experience in a similar role or in sales environment. Above all you will be encouraged to share your ideas with the senior team and support the organisation to develop new partnerships and manage existing relationships.

Key responsibilities

Relationship management

- Maintain a pipeline of existing partners
- Develop and maintain partnerships , ensuring that excellent relationships are cultivated and nurtured
- Develop bespoke offers in collaboration with partners to maximize fundraising potential

Develop New Partners

- Research potential corporate, education and community partners and develop pitches for a range of programmes, including tailored sponsorship proposals.
- Develop and implement a measurable action plan to engage and grow the number of new partners to support DSUK
- Attend networking opportunities to gain new contacts
- Identify new prospects and manage a pipeline of potential new partners
- Develop and reach financial targets agreed with the Trusts and Fundraising Manager

Recording and Reporting

- Record and prepare data relating to partnership fundraising activities
- Compile and provide reports for the Head of Finance and SMT as required.
- Work with the Trusts and Fundraising Manager to forecast fundraising income and activities against an annual budget
- With colleagues, produce relevant compelling performance and evaluation reports

Other duties

- To ensure compliance with relevant DSUK policies, charity law and the Code of Fundraising Practice.
- To fulfil any other reasonable duties requested, such as occasional attendance at events
- Opportunities to volunteer as a helper at one week's ski trip abroad each year

Personal qualities:

- Confident when communicating with and building relationships with a wide range of stakeholders
- Creative problem solver with a solution-orientated approach
- Determined and passionate about achieving win-win outcomes
- Flexible and proactive with a 'can-do' attitude.
- Comfortable working with financial targets
- Can demonstrate rigorous attention to detail
- Passionate about equality and opportunity for all and committed to changing attitudes towards disability.
- Accountable and happy to work as part of a remote team.

Essential experience:

- Minimum of three years' experience in a fundraising role or experience in a sales or business development role
- A proven track record in meeting fundraising or sales targets.
- A proven track record of identifying and managing prospects
- Excellent written communication skills, paying attention to detail.
- The ability to build strong and lasting relationships and work collaboratively across teams.
- Practical experience of planning and delivering a variety of activities including fundraising and outreach events.
- Experience of financial planning and budgeting.
- High degree of competence in MS Outlook, Word and Excel

Desirable experience:

- Experience of corporate fundraising
- Experience of online fundraising
- Confident in Data Protection processes.
- A passion for snowsport.
- An understanding of issues facing disabled people and/or adaptive sports-based activities.
- Knowledge of the Code of Fundraising practice

Application closing date: 12 noon Wednesday 18th May 2022

Apply to: Dawn Vickers, Trusts & Fundraising Manager

dawn.vickers@disabilitysnowsport.org.uk with a covering letter and CV outlining how you meet the role description.

An immediate start is available.

Disability Snowsport UK is an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex/gender, disability, religion/belief, sexual orientation, gender reassignment, marital status or age.