



# **Brain Tumour Research**

Together we will find a cure

## **Job Description: Community Fundraiser – Full Time South Wales, Bristol, Bath**

### **Job Purpose**

This is a fantastic opportunity for an individual who wants to make a difference in one of the most innovative and exciting medical research fundraising charities in the UK.

As the Community Fundraiser for South Wales, Bristol and Bath, you will play a crucial role in helping the charity meet its strategic plans and objectives, which include campaigning to increase the national investment in brain tumour research to £35 million per year, while fundraising to create a network of seven sustainable Brain Tumour Research Centres of Excellence across the UK.

Your role will be to generate and grow our income through community fundraising activities, contributing to a regional team target more than £1.4 million.

Raising awareness is key, and community fundraisers do this by engaging people with our work, recruiting, and supporting the fundraising of individuals, challenge event participants, our Fundraising Groups and Charity of the Year partnerships. You will also build and sustain our supporter base, always providing excellent stewardship.

You will possess good time management skills to meet all your deadlines whilst juggling multiple projects and shifting priorities. You will also have a positive 'can do' attitude, a personable manner, and will embrace the desire to make a measurable difference.

You'll enjoy being part of and contributing to a busy, experienced, fast-working, and dedicated fundraising team while working cross functionally with other departments such as PR, and Research, Policy and Innovation.

These locations are an area the charity has not previously been able to dedicate a Community Fundraiser to, so you will also be expected to work with the Chamber of Commerce and other networking groups, as well as building relationships and partnerships in the community with our supporters.

We ask that the successful candidate be flexible, and if necessary, on occasion be willing to support North Wales, if there is a large event that our supporters need assistance with.

Experience in meeting financial targets and working for a charity would also be beneficial.

Brain Tumour Research is an exciting, innovative, and ambitious charity. We are passionate about finding a cure for brain tumours through the establishment of dedicated Brain Tumour Research Centres of Excellence around the UK.

**Location: Home based within South Wales, Bristol and Bath**

**Salary: Circa £28k**

**Full Time: 35 hours per week**

### **Main Duties**

Reporting to the Community Development Manager, you will:

- Ensure supporters, volunteers and fundraising groups have access to relevant fundraising advice, guidance and accurate signposting, whilst promoting best practice in fundraising
- Manage, and continuously develop your region through excellent stewarding of existing supporters, regional social media and recruitment of new supporters, including securing new partnerships such as charity of the year and Fundraising Groups
- Keep our CRM database up to date with information about our supporters and their fundraising activities
- Engage with medical teams at neuro hospitals within your area in order to organize information stands on brain tumour clinic days to ensure the charity is known to patients and their families
- Assist the Fundraiser team with any other tasks as determined by Director of Marketing and Communications

### **Requisite Skills and Experience**

- Experience in community fundraising, donor management and stewardship
- Experience working with a CRM / database
- Experience working with MS Office
- Access to a car and full driving license would be ideal but not essential
- Excellent communication skills