

Working for St Ann's

We're proud to care
We're proud to work together
We're proud to make a difference



At St Ann's, there's one thing that motivates us, and that's providing excellent care and support to those living with or affected by life-limiting illnesses.

We're continuously developing our plans for delivering world-class, innovative care and to ensure St Ann's is in the best shape possible for future generations.

You'll be challenged, inspired and empowered to help us achieve our purpose and to play your part in making a difference.

All of our team members will role model our core values...

People matter

People are at the centre of everything we do. We treat each other, and ourselves, with kindness and compassion. We value and celebrate diversity; recognising everyone as an individual.



Brave and bold

We want to grow for the future, not settle. We're not afraid to do things differently, get creative, challenge ourselves and the status quo. We're ambitious in our aims, accountable for our actions and learn from our experiences and successes.



Lead and learn

We're experts in what we do, and we don't stop there. We're always learning; informing and shaping the sectors we're in through education, training and research. We lead by example; sharing best practice, advancing in our fields and pioneering new approaches.



Together we are stronger

Together, we're stronger and have a bigger impact than we could have alone. As a charity, we work in collaboration with supporters, partners and the communities around us. We think beyond traditional boundaries to make sure we're here for our communities for years to come.



Job Role Profile

Title: Major Donor Fundraiser

Salary: Band 6, £38,241 (pro rata for part time) Competency Based Framework

Hours: 4 or 5 days per week (30-37.5 hrs)

Location: hybrid with cross site working

Responsible to Head of Fundraising and Capital Campaign

Core Purpose

To build a network of HNWI who support St Ann's Hospice for the current new build project, ongoing care and future projects.

Job summary

St Ann's Hospice is growing! Currently in the process of building a brand new hospice in Heald Green, we're looking for someone to help us fund the final stages of the development and secure income for the future too.

We're looking for a target driven relationship builder to research, identify and recruit high-value individuals to support St Ann's Hospice.

Your dynamic and enthusiastic approach will see you proactively identifying and building relationships with a view to securing 5 and 6 figure single and multi year gifts for the organisation.

You will act as an ambassador for St Ann's in the Greater Manchester community through high profile networking and relationship building.

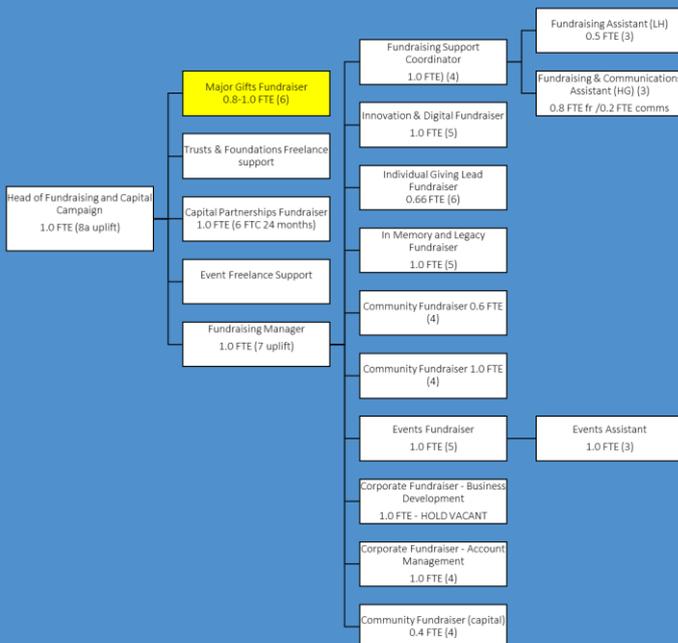
This new role will build on the strengths of our existing Major Gifts fundraising programme to provide a significant contribution to our new build target.

You will be passionate about excellence in end of life care, and working to the values of the hospice ensure that corporates in Greater Manchester see St Ann's Hospice as the number one place to support.

You will be at the heart of our fundraising success, helping to ensure this vital income streams is delivered.

Your work will enable the Hospice to provide world class care for the future, care which you will witness first hand whilst working in the hospice environment.

Fundraising Team Structure Chart



Responsibilities

The Major Donor Fundraiser will –

- ✓ Research, develop and manage a pipeline of HNWI in the hospice delivery area, using the hospice existing networks and your networks to establish relationships with the hospice.
- ✓ Confidentially ask for gifts of five and six figures to support the work of the hospice
- ✓ Be responsible for developing and writing persuasive funding proposals, propositions, cases for support and progress reports for donors.
- ✓ Monitor Major Gift income and expenditure budgets, analyse and produce monthly and quarterly management information, progress reports and analysis to the Head of Fundraising and Capital Campaign identifying any remedial action required to ensure targets are met.
- ✓ Support the fundraising development board to ensure appropriate membership and enable them to engage their networks in support of St Ann's Hospice
- ✓ Work collaboratively with members of the fundraising team, communications team and capital campaign working group to deliver results effectively and efficiently, changing and adapting plans in response to a changing environment
- ✓ Hold responsibility for the implementation of a well-defined relationship management process and ensure that accurate contact strategies are held on the database to ensure high quality supporter stewardship.
- ✓ Co-ordinate and manage stewardship and cultivation events throughout the year involving the wider SAH team including executive and trustee colleagues as required to engage and steward potential and existing donors.
- ✓ Work independently, build a support network of volunteers where appropriate to increase capacity
- ✓ Ensure compliance with SAH's Policies, the fundraising regulator, data protection act and Institute of Fundraising best practice.
- ✓ Demonstrate a commitment to equal opportunities and diversity

Requirements

The Applicant will

- ✓ Have a degree level education or equivalent experience of research, proposal writing and business development.
- ✓ Have experience of increasing income through building a portfolio of major donors including asking for and securing gifts over £50,000.
- ✓ Demonstrate experience of building strong relationships with a variety of key stakeholders for the generation of income.
- ✓ Demonstrate ability to work collaboratively with other members of fundraising teams and service delivery staff for the benefit of supporters and the hospice
- ✓ Have worked to a budget with a solid plan to achieve the target, including an assessment of risk and mitigating actions.
- ✓ Manage conflicting demands professionally and in a calm manner.
- ✓ Show a flexible approach to work and be able to work out of hours as required

Any post holder within the organisation will be expected to undertake safeguarding training appropriate to their role and adhere to safeguarding policies and procedures. All staff must work in accordance with their statutory roles and responsibilities in relation to safeguarding in accordance with the Working Together to Safeguarding Children 2023, The Care Act 2014, and Prevent Duty 2015.

Terms and conditions for the Major Donor Fundraiser

Contract

Permanent

30-37.5 hours over 4 or 5 days per week.

Location

The role is offered hybrid, however due to the nature of the new build campaign it will be expected that the role holder is able to be at the hospice sites as and when the business requires.

Free Parking

Free parking at our Heald Green and Little Hulton hospice sites.

Holiday

35 days, increasing to 37 days after 5 years' service and 41 days after 10 years' service (pro rata, inclusive of bank holidays). In addition staff are able to buy up to 1 weeks' holiday per year via salary sacrifice, pro rata.

Pension

Contributory Stakeholder pension in which we match up to 7% of your gross salary. Or the ability to continue with a previously held NHS pension (subject to making contribution's into the scheme in the previous 12 months).

Life Cover

All staff in the Scottish Widows Pension scheme (with the exception of bank staff) are provided with life cover of three times their basic salary in the event of their death whilst employed by St Ann's Hospice.

Health Cash Plan

We offer access to an employee paid health cash plan. That allows employees to spread the cost of health expenses including dental, optical, physiotherapy and more.

Employee Assistance Programme

Employees can access telephone and online counselling 24 hours a day. Face to face counselling is also available and support on issues including debt, employment law, benefits and housing.

Probation

Six months.

Notice

8 weeks