



## About you

You will be a dynamic, motivated and passionate fundraiser, who wants to raise transformational funds and help make the UK the best place to live for people with a learning disability.

## What you will do

- You will be responsible for developing and implementing your Community Fundraising strategy within the by working with all types of supporters; Local Corporates, Groups and Organisations, Individuals organising their own fundraising and participants of Mencap owned products.
- You will proactively recruit new supporters and deliver outstanding supporter journeys to enable people to raise as much as possible and build long term relationships with Mencap.
- You will work closely with Mencap services to support them to raise money for Mencap.
- You will lead on various campaigns or activities on behalf of the whole community team.

## What you will bring

- An understanding of learning disability and drive to make the world a better place
- Passion, proactivity, positivity, pace, enthusiasm and energy
- The ability to persuasively engage and inspire internal and external stakeholders

## Your experience

- Leading and running all aspects of event management.
- Strong relationship management experience.
- Demonstrable experience of successfully developing local community base and volunteer led fundraising
- Demonstrable experience of income generation and budget management



## About the Role

**Salary:** £32,818

**Hours:**  
37.5 hours per week

Some weekend and  
evening work

## Key Responsibilities

- To be responsible for achieving agreed fundraising targets through effective management, support and cultivation of both existing and new supporters
- To research, identify and develop new fundraising opportunities and areas of potential support, including individuals, groups and associations and local corporates.
- Play an active role in the Events & Community Fundraising Team and appropriately represent the team internally as delegated by the Senior Community Fundraising Manager.
- Monitor budgets, spend and KPIs, producing monthly reports showing performance against objectives for all fundraising activities within your region.
- Develop, monitor and maintain key systems and processes including; Alms database, financial accounting and planning, accountability meetings, contracts, due diligence and procurement.
- Work collaboratively with colleagues at all levels across other directorates to ensure an excellent Supporter Journey and that all opportunities are maximised.
- To develop a robust pipeline of support from local corporate organisations, groups and associations to secure significant income from these income streams.
- Proactively contribute to the development of a high-quality supporter experience to supporters and prospects and ensure all cross-selling opportunities are maximised.
- Establish new local support through meeting groups and assist in volunteer development by coaching and training in group situations or on a one to one basis.
- Act as an ambassador for and to represent Mencap in various internal and external activities.
- To keep abreast of Charity Law and fundraising developments across the charity sector by networking with fundraising staff in other organisations, undertaking training and abiding by the Charities Act and ICFM codes of conduct.
- To contribute to our vision of a world where people with a learning disability are valued equally, listened to and included.
- To undertake any other reasonable duties as required.

# Community Fundraising Manager



## More information about the role

**Job Title:** Community Fundraising Manager  
**Report to:** Senior Community Fundraising Manager  
**Line reports:** N/A  
**Department:** Community & Events  
**Location:** Homebased with regular travel for meetings

Join the team and be part of an organisation passionate about making the UK the best place for people with a learning disability to live happy and healthy lives.

## What will Mencap give you

24 days annual leave + all UK Bank Holidays  
Amazing benefits + pension  
Fully support in the role and training  
Flexible working options

## How to apply

Please apply with an up to date CV that demonstrates your skills and experiences relevant for this position.

If you require any further information please contact our Recruitment Team on 01733 246699

## Who you can expect to work with

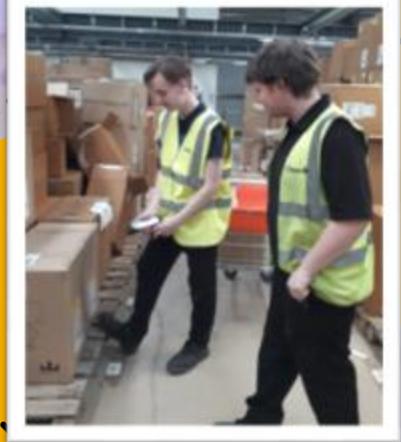
Country  
Directors &  
delivery  
teams

Fundraising &  
Retail teams

Finance, L&D,  
and HR  
Business  
Partners

Colleagues  
with a learning  
disability

Other teams  
across Mencap



## Mencap's values and how they apply to this role

We are  
**Passionate**  
about making  
the world a  
better place

You will have a genuine passion for building great relationships with our supporters and colleagues.

We are  
**Inclusive**  
of everyone

You will work collaboratively and be a positive role model for others.

We are  
**Brave**  
we challenge  
and try new  
things

You will encourage your teams and colleagues alike to innovate and push boundaries.

We are  
**Positive**  
in our work  
and with each  
other

You will celebrate successes and share stories about how our supporters are making a difference.

We are  
**Kind**  
to everyone

You will be kind, supportive and encouraging to everyone you interact with.