

# Senior Trusts Fundraiser

## Candidate Pack

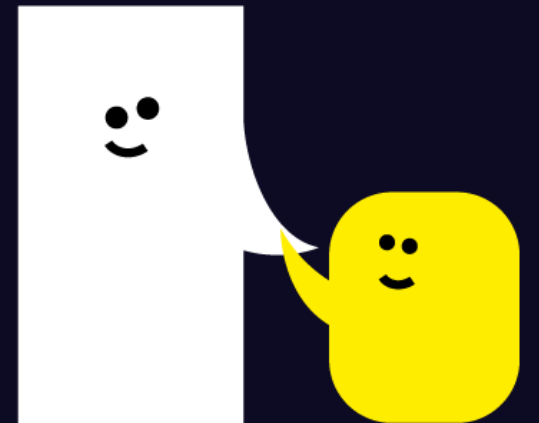
November 2024

[speechandlanguage.org.uk](https://speechandlanguage.org.uk)

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Language UK**   
Changing young lives.



# About Us

Speech and Language UK is dedicated to supporting children and young people with speech and language challenges. Our mission is to ensure that every child can develop the necessary skills to face the future with confidence. Challenges with speech and language affect around 1.9 million children in the UK – or 1 in 5 children - making it a significant issue that impacts various aspects of a child's life, including their academic progress, emotional well-being, and future opportunities.

We work to raise awareness about the challenges faced by children with these challenges. We provide expert advice, tools, and training to families, educators, and other professionals to help spot and support children who struggle with talking and understanding words. This includes offering free resources on our website, running a free advice line , and creating interventions and training programmes to equip educators from early years to secondary schools.

In addition to providing resources, we play an important advocacy role. We speak out so that policymakers and government bodies know the scale and impact of speech and language challenges today.. Through our campaigns and reports, we strive to influence national policy and funding decisions, so that speech and language support is a priority.

We also run two specialist schools and services for children with more complex challenges . These schools provide tailored education and therapy to help children with speech and language to develop their communication skills in a supportive environment. The curriculum is co-designed by speech and language therapists and teachers, so that speech and language development is at the heart of every classroom and every lesson.

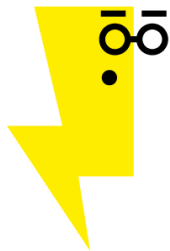
By combining direct services, training, advocacy, and research, we play a vital role in improving the lives of children and young people with communication difficulties, empowering them to reach their full potential.

## Who we are

We are Speech and Language UK – we want every child to face the future with confidence. For 1.9 million children in the UK, learning to talk and understand words feels like an impossible hurdle.

So we give children and young people the skills they need so they aren't left behind, Welcome to Speech and Language UK.

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## Our vision, mission and charitable cause

### Our vision

Every child who is facing challenges with talking and understanding words can look to the future with confidence.

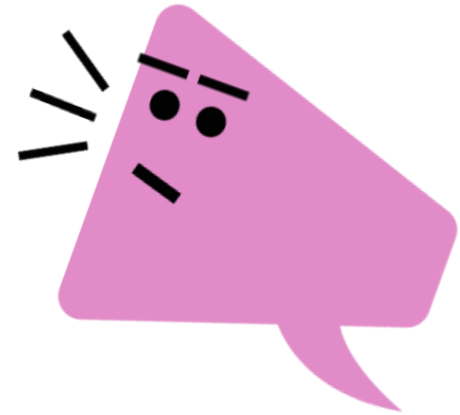
### Our mission

We give children and young people the skills they need so they aren't left behind, waiting to be understood.

We do this by creating tools for schools and nurseries, generating new practices from our two special schools, giving advice and guidance to families and putting pressure on politicians.

### Our charitable cause

For 1.9 million children in the UK, learning to talk and understand words feels like an impossible hurdle. Without the right help this can destroy their world.



# What does Speech and Language UK do?



**Provide innovative tools and training to schools and nurseries**

Our Talk Boost series is proven to help children who face challenges talking and understanding words catch up with their peers. Every year, we train thousands of early years staff and teachers in how to educate children with these challenges.



**Give advice and guidance for families**

Our family support services include our free advice line, webinars, a digital progress checker and assessment centres. We want to provide more advice directly to young people.



**Push for policy change**

We conduct research with young people, families and teachers about the realities of living with a speech and language challenge. We create policy solutions from their and our experiences and we advocate these to Government and all political parties.



**Generate practice from our two special schools**

Our two special schools improve hundreds of children's lives each year and we use them to generate practices that other schools can replicate to change more young lives.

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# Our organisational values

## We are brave

Too many children are struggling with talking and understanding words - we have a duty **to be brave in creating new solutions and speaking out** to change their futures.

## We are kind

Every child and family we work with and everyone who works here has unique circumstances - showing kindness and empathy to each other **allows us to help and understand each other better.**

## We are curious

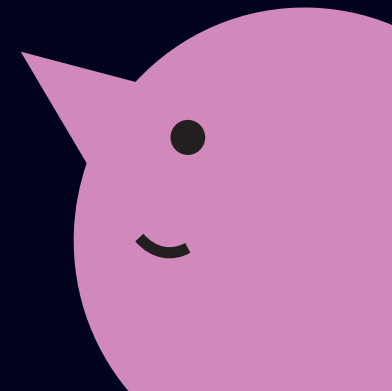
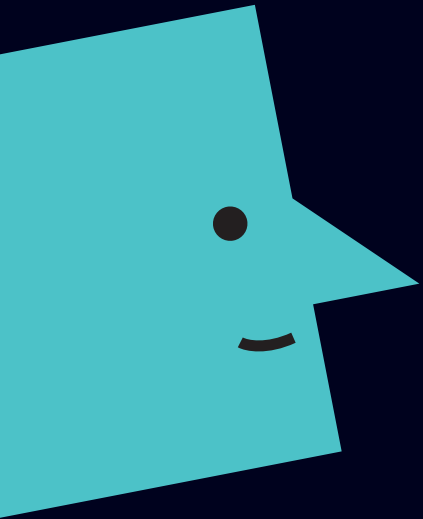
Being curious about what works **to change children's futures and make our charity work better** will mean we can change more young lives sooner.

## We are practical

We create practical solutions that can **change children's futures in the real world today** - because children shouldn't have to wait for change.

## We are collaborative

So many children's futures are at risk, no one organisation or one team can make enough of a difference alone - **we have to collaborate and work together.**



## Job Description

<b>Job title:</b>	Senior Trusts Fundraiser
<b>Reports to:</b>	Head of Philanthropy & Partnerships
<b>Salary:</b>	£36,229 - £38,064
<b>Location:</b>	Central Office, London

### Job Purpose

To secure income for Speech and Language UK's strategic priorities from charitable Trusts & Foundations capable of making significant grants.

### Specific Responsibilities:

#### Trusts and Statutory Fundraising

- Achieve annual income targets from Trusts & Foundations (T&Fs) in agreement with the Head of Philanthropy & Partnerships (Head of P&P).
- Identify and develop high-value relationships with key funders and their networks.
- Prospect new T&Fs and develop a portfolio of funders, specifically large and complex trusts accounts with targeted and tailored approaches.
- Identify opportunities for Speech and Language UK to increase unrestricted income as part of the wider Trusts and Foundations income generation plan.
- Prepare exceptionally compelling proposals on Speech and Language UK projects and core funding, and support the development of Speech and Language UK 's 'case for support'.
- Fulfill the reporting requirements of all funders in own portfolio.
- Develop and delivery cultivation and stewardship of prospects and donors that create exceptionally positive experiences of the charity and engender loyalty to the cause.
- Actively contribute to the development and implementation of the Speech and Language UK's Trust programme, in order to maximise net income for the organisation in line with the overall fundraising plan.
- Maintain knowledge and expertise on trends, developments and techniques in the UK fundraising marketplace in order to assess and develop new fundraising opportunities.
- Maintain close knowledge of Speech and Language UK projects and facilitate the project-planning process. In particular, together with the Head of P&P, facilitate the development of existing and new projects and work closely with the Operations Teams to support the development of clear project plans, as needed.
- Collaborate with the Philanthropy team and colleagues at Speech and Language UK to help identify and shape new fundraising opportunities.
- Deputise for the Head of P&P and other team members as required.
- Complete project work as directed by Head of P&P.

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#### Speech and Language UK

Unit A The Cube Building, 17-21 Wenlock Road, London, N1 7GT | Tel: 020 7843 2510 | [speechandlanguage.org.uk](http://speechandlanguage.org.uk)

Speech and Language UK is the operating name of SPEECH AND LANGUAGE UK Charity, a registered charity in England and Wales

(210031) and Scotland (SC039947), which is a company limited by guarantee registered in England and Wales (00099629). Registered address: 17-21 Wenlock Road, London, N1 7GT.



### **Planning and Finance**

- Contribute to the development and implementation of Trusts and Statutory fundraising plans, in line with the overall Fundraising Plan.
- Contribute to the monitoring and reporting of KPIs for T&Fs as required.

### **Data Management and Research**

- Maintain accurate records for all T&Fs in own portfolio, both existing and new.
- Comply with all current charity law, data protection legislations (i.e. GDPR 2018) and other organisational policies and systems, as well as standards of best practice (i.e. Fundraising Regulator and The Code of Fundraising Practice). We are ethical fundraisers.

### **General**

- Understand Speech and Language UK's charitable objectives and be committed to promoting these in all areas of work.
- Contribute to maintaining a culture of quality and equality in all areas of fundraising.
- Provide cover for colleagues as directed.
- Ensure that all policies and procedures relating to the protection of children in Speech and Language UK's services are followed at all times.
- Safeguard confidentiality of information relating to children, staff and Speech and Language UK's work at all times.
- Behave in a manner that ensures the security of Speech and Language UK property and resources.
- Be committed to the overall aims of Speech and Language UK.
- Abide by all relevant Speech and Language UK Policies and Procedures.
- Speech and Language UK is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This list of duties and responsibilities is by no means exhaustive and the post holder may be required to undertake other relevant and appropriate duties as required.

This job description is subject to regular review and appropriate modification.

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**Person Specification  
Senior Trusts Fundraiser**

<b>CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Qualifications	<ul style="list-style-type: none"> <li>Qualified through relevant experience and training</li> </ul>	<ul style="list-style-type: none"> <li>Educated to degree level</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Proven experience of trusts fundraising, meeting or exceeding income targets.</li> <li>Proven experience of developing high-value relationships, leading to ongoing funding from trusts.</li> <li>Proven experience of developing complex applications, and accompanying/collateral documents.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of implementing and monitoring plans.</li> </ul>
Skills and Knowledge	<ul style="list-style-type: none"> <li>Excellent communications skills including negotiation and persuasion skills, clarity, tact and the ability to adapt communications to suit audience.</li> <li>The ability to write exceptionally compelling, clear proposals, reports and other donors' communications.</li> <li>Excellent telephone manner.</li> <li>Financially numerate, with the ability to monitor and report on project budgets, own portfolio, and understand/interpret charitable accounts.</li> <li>Good organisational skills - the ability to meet deadlines and to manage competing priorities effectively.</li> <li>Good research skills.</li> <li>The ability to work effectively as part of a small team and with operational teams, including remote workers.</li> <li>Accuracy and attention to detail, as expected by T&amp;Fs.</li> <li>Good working knowledge of Microsoft Office suite.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of fundraising databases.</li> <li>Project management skills.</li> <li>Capacity to help develop and monitor plans.</li> </ul>

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Other Factors	<ul style="list-style-type: none"><li>▪ Committed to the vision, mission, strategic aims and values of Speech and Language UK.</li><li>▪ Committed to safeguarding and promoting the welfare of children and young people.</li><li>▪ Committed to the highest standards in fundraising.</li></ul>	
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# How to Apply

Please submit your up-to-date CV and a supporting statement of no more than two pages, addressing how you meet the criteria outlined in our candidate pack and why you want to join the cause to: [jobs@speechandlanguage.org.uk](mailto:jobs@speechandlanguage.org.uk).

**There is no specific closing date for this role and this vacancy will close once a suitable candidate is found, so early applications are encouraged.**

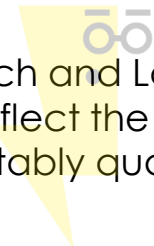
If you would like an informal discussion about the role please contact Lina Santeusanio, Head of Philanthropy and Partnerships: [lina.santeusanio@speechandlanguage.org.uk](mailto:lina.santeusanio@speechandlanguage.org.uk)

## **Accessibility Support:**

We are committed to ensuring that our recruitment process is accessible to everyone. If you require any adjustments or need to apply in a different format, please contact our People Team at [hr@speechandlanguage.org.uk](mailto:hr@speechandlanguage.org.uk) and we will be happy to assist you.

We are a Disability Confident Committed Employer.

Speech and Language UK is fully committed to equality of opportunity and diversity to ensure that we reflect the full breadth of the people we aim to support. We warmly welcome applications from all suitably qualified candidates.



# Thank you

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