

Job Title: Head of Fundraising
Organisation: Young Barnet Foundation (YBF)

About Us:

Young Barnet Foundation (YBF) is dedicated to supporting over 200 members, including charities, community groups, and social enterprises, who provide essential services and positive activities for children and young people in the London Borough of Barnet. We are proud members of Barnet Together and one of a number of Young People's Foundations operating across the country. Our ethos of 'Generous Leadership' drives us to work collaboratively, tactically, and strategically to build capacity within and beyond our membership.

Purpose of the Role:

We are seeking a passionate and experienced fundraising professional to join our team as the Head of Fundraising. In this role, you will be responsible for raising significant funds from corporate, community, trusts, and foundations. You will work closely with the CEO to secure new business partnerships, ensuring sustainable, long-term funding and income generation for YBF. As a member of the Senior Leadership Team, you will develop and deliver strategies to manage and oversee fundraising and communications activities.

Key Responsibilities:

- Develop and implement the YBF Fundraising Strategy to ensure a diverse range of income sources and fundraising opportunities.
- Build and maintain relationships with new and existing Trusts & Foundations, including applications, M&E reporting (supported by our Data Officer), and attending key networking events.
- Manage the Community Fundraising Programme, including building a volunteer community fundraising resource, building and maintaining relationships with community fundraising 'champions', and providing excellent supporter care.
- Plan, develop, and deliver new community fundraising products, campaigns, and events that resonate with stakeholders, including members, donors, and volunteers.
- Working with the CEO, identify opportunities to grow our Sector Grants funds through partnerships with funders, corporates, and individual donors.
- Oversee the Comms & Marketing team to promote community fundraising, develop content for social channels, e-comms, webpages, and fundraising packs.
- Build collaborative relationships with peers across the charity.
- Support and implement strategies to achieve sustainable, long-term funding and income generation for the children and young people's sector in Barnet through our Membership.

Candidate Profile:

Essential:

- Exceptional strategic thinking, strong networking skills, and a proven track record of achieving fundraising targets.
- Experience in community development and community fundraising.
- Strong literacy skills for bid writing, financial literacy, and experience with project budgets.
- Experience working with a wide range of stakeholders and building successful partnerships.
- Effective communication skills, both written and verbal.
- Ability to line manage a small team.

Desirable:

- Understanding of current voluntary and community sector concerns.
- Project management experience.
- Marketing and event organisation experience.

Qualities:

- Strong leadership skills, self-motivated, and able to manage time and prioritise workload.
- Confident decision-maker with proven project delivery skills.
- Passionate about the voluntary sector and committed to the ethos and values of YBF.
- Commitment to inclusion, equality, and diversity, and an understanding of how to promote them in the workplace.

Terms and Conditions:

- **Hours:** Part-Time – up to 28 hrs per week (plus statutory breaks). Occasional evening or weekend work may be required.
- **Term:** 12-month fixed term contract, with potential extension subject to funding.
- **Base:** YBF Office – East Barnet (Hybrid working possible).
- **Remuneration:** £35,000-£42,000 (FTE), Pension, flexible working, 25 days per annum, pro rata, plus bank holidays. Holidays will increase in accordance with our Annual Leave Policy. YBF will contribute to a stakeholder or personal pension scheme after satisfactory completion of the probationary period.

Application Process:

- **Closing Date:** Monday 10th March
- **Step One:** Complete our anonymous equality and diversity monitoring form [here](#).



- **Step Two:** Apply with a covering letter and an up-to-date CV, detailing your relevant abilities, skills, knowledge, and experience. Include any voluntary/unpaid activities and state your preferred hours and working pattern. Email your application to recruitment@youngbarnetfoundation.org.uk.

Enquiries: Telephone: 0203 621 6090. Please NO AGENCIES.

Please note that this post is subject to an Enhanced DBS check and proof of right to work in the UK. YBF is an equal opportunities employer.

If you are viewing this role via an online job board/agency, please ensure you submit your application via the instructions above to recruitment@youngbarnetfoundation.org.uk