

GRANTS & PARTNERSHIPS FUNDRAISER

Location:

Chichester / Hybrid

Salary:

£32,000 - £35,000 FTE (depending on experience)

Permanent contract

Hours:

Part time

22.5 to 30 hours per week (3 or 4 days)

We offer flexible and hybrid working, with the whole team in our Chichester office on Tuesdays.

Reports to:

Grants Manager

WHAT WE OFFER

25 days annual leave, plus Bank Holidays. An additional day of leave is granted for each full year of service, up to a maximum of 33 days.

- For part-time employees, leave is calculated on a pro-rata basis.

Excellent pension scheme with employer contributions up to 10%

Life assurance

Generous maternity & paternity leave

Cycle to work scheme

HOW TO APPLY

Closing date for applications: 11.30pm, Sunday 14th September, 2025

First interviews to be held on 18th and 19th September, second interviews in w/c 29th September. Please email our Grants Manager, Sophie Poore, at jobs@childrenontheedge.org with two PDF attachments; your CV and a covering letter.

Include in your CV contact details of two referees. (They will only be contacted if the job is offered) In your supporting letter please answer the following questions:

- a. What will your experience and background bring to Children on the Edge and this role?
- b. What motivates you to apply for a role with Children on the Edge?

If you would like to discuss the role informally, please contact Sophie on 01243 956 635 or by email at sophiepoore@childrenontheedge.org.

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Children on the Edge is a child rights organisation that works hand-in-hand with communities to support some of the world's most marginalised children, in some of the toughest situations. We currently work with children in Bangladesh, India, Uganda, Myanmar and Afghanistan. Our fundraising and communications teams are crucial in helping us connect with new and existing donors in the UK and internationally; to raise over £1.6m each year.

THE ROLE

The purpose of the role is to sustain a broad base of restricted and unrestricted funding for Children on the Edge's programmes. You will have the opportunity to make a tangible difference to the lives of marginalised children.

In this role you will work with the Grants Manager to maximise funding from foundations and grant makers (currently around £800,000 p.a.). You will also support applications, reporting and stewardship for high-net-worth (HNW) partnerships, and work with the wider fundraising team to raise over £1.6m each year.

OUR VALUES

**AUTHENTICITY | COLLABORATION | COURAGE
CREATIVITY | DIGNITY | HUMILITY | KINDNESS**

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WHAT YOU WILL DO IN THE ROLE

You will be managing and growing a personal portfolio of 20+ of Children on the Edge's current foundations and grant makers, building the grants pipeline and supporting existing and new high-net-worth (HNW) partnerships. This role is primarily focused on grants (approx. 85% of your time), with the remainder dedicated to HNW support, with flexibility based on opportunities. Your responsibilities include:

Prospecting

- Identify and evaluate potential funding opportunities from UK and overseas foundations and grant makers.
- With the Grants Manager, develop a pipeline of potential support.
- Develop strategic approaches to new funders.

Writing Applications and Proposals

- Proactively gather information from the Children on the Edge team to develop compelling proposals and budgets for funders.
- Communicate Children on the Edge's values and distinctives.

Reporting

- Proactively feed into the wider fundraising team's collaboration with our MEL Manager to ensure we can provide all information required by funders.
- Craft tailored narrative and financial reports that demonstrate impact.
- Support the COO, Fundraising Manager and Grants Manager as required with support for reporting to larger Grants and HNW partnerships.

Building Relationships

- Cultivate a portfolio of existing, lapsed and new funders; giving up to £50k.
- Manage a bi-annual mailing for current and potential smaller foundations and grant makers.
- Represent Children on the Edge externally to build a network of prospects and support engagement events and activities as needed.

Management & Planning

- Acknowledge donations promptly; tracking donor communication in Salesforce.
- Use Salesforce to record and report on prospecting, applications and income.
- Follow best fundraising regulations practice and comply with relevant legislation.

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ESSENTIAL TO HAVE

- Experience of developing relationships with stakeholders and influencing them for productive results.
- Experience of reporting to key stakeholders about projects and impact.
- Understanding of trusts fundraising in the UK.
- Excellent written communication and proofreading skills, ability to write compelling and persuasive copy.
- Ability to understand and communicate Children on the Edge's values and distinctives.
- Good numeracy skills showing attention to detail to interpret budgets and check financial information for accuracy.
- Developed organisational skills, ability to work well under pressure, and manage multiple deadlines.
- A team player who will contribute to the overall goals of the fundraising team.
- Being teachable, ready to learn and flexible.
- Results-driven and entrepreneurial and able to work on own initiative.
- Enthusiasm for community led international development and a passion to help support some of the world's most marginalised children.



GREAT TO HAVE

- Two years experience of managing relationships with grant makers, and/or HNW individuals.
- Experience of personally securing grants from grant makers and/or HNW individuals.
- Experience working in international development.
- Experience of prospect research.
- An understanding of the international fundraising landscape.
- Experience of using Salesforce.
- Experience of using Google workspace.
- Understanding of stewardship techniques and relevant approaches to suit different donors.
- Ability to analyse complex information and present verbally and in writing to different audiences.
- Strong numeracy and analytical skills, the ability to produce donor budgets and expenditure reports.
- Ability to think laterally to maximise fundraising.

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ADDITIONAL INFORMATION

If you feel you meet some of the criteria but not all, please do get in touch and learn more. We are interested in candidates with transferable skills.

Occasional out of office hours may be required to support stewarding events or meetings with donors.

Children on the Edge is committed to safeguarding adults at risk, and children, from abuse and neglect. We expect everyone who works with us to share this commitment and complete the necessary paperwork.

This role is only open to those already resident in the UK, who are eligible to work in the UK. We cannot provide visa sponsorship. Applications from overseas candidates will not be considered and we are unable to respond to any application from overseas applicants.

Children on the Edge is committed to diversity and gender equality.

Children on the Edge respects your privacy and is committed to protecting your personal data. Our Privacy Notice has details of how we process your details during recruitment.

"Children on the Edge has the ability to roll their sleeves up and get straight into some of the muckiest, trickiest circumstances that children are living in worldwide. Whether they are working in conflict settings, areas hit by natural disasters or with young people suffering persecution, the impact that they achieve in such situations is remarkable. This is why EOF considers Children on the Edge to be one of our most trusted partners."

Ashley Kuchanny

Grants Manager

Educational Opportunity Foundation

"I still remember hearing about how Children on the Edge finds, supports and works with those children who would otherwise fall through the cracks of the mainstream support systems and that feels really important. They are a small charity, brilliantly run and who make sure that the maximum amount of the money they raise goes to where it's needed the most – to the children and to the communities in which they live. The whole team at PlanetK2 are proud to partner with COTE, not just because of what they do but also because of who they are and how they work."

Keith Hatter

Founder

PlanetK2

"Children on the Edge reaches children and marginalised communities and works with them in an empowering, enabling way which is both effective and inspiring. We love supporting this charity and are delighted to be able to contribute to the difference they make."

Jacky Burden

Trustee

The Charles Jacob Charitable Trust

From our GRANT MAKERS & SUPPORTERS

Children on the Edge politely requests no contact from recruitment agencies or media sales.