



ramblers
at the heart of walking

Partnership Fundraiser



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INFORMATION FOR APPLICANTS:

What we do

The Ramblers open the way for everyone to enjoy the simple pleasures of walking. And we step up to protect the places we all love to wander.

When you join the Ramblers team, you're joining a talented, dedicated group of people with a passion for walking and the outdoors. Every one of us has a commitment and resilience to bring ambitious plans to life and a huge appreciation for the volunteers, members and supporters who help us make it happen.

Since 1935, we've been doing everything we can to make sure everyone everywhere can enjoy nature on foot. Today we're Britain's biggest and most vibrant walking community too.

We lead the way, and the walks, for a community of 100,000 walkers. And we help thousands more every year find their feet out in the open to boost their wellbeing naturally.

The Ramblers is a charity dedicated to removing barriers so everyone can enjoy walking in green spaces and to preserving and improving over 180,000 miles of well-loved paths, tracks and trails across England, Scotland, and Wales. We're committed to campaigning to keep our countryside open to all and to fighting for the things that matter most to walkers.

Our successes

We fought to establish National Parks and National Trails – and we won. And we successfully campaigned for everyone to enjoy Britain's coastline on foot. We've helped open up vast swathes of the British countryside which was out of bounds, and we made sure laws were amended and added to keep it that way.

Our future focus

There's still more to do. So, we continue to secure support from government and help construct national and local policies and programmes to build a future fit for everyone everywhere to walk outdoors. We keep on engaging communities and organisations across England, Scotland, and Wales to help us achieve our ambitions. And we're opening up a world of walking opportunities for even more people. You can read our vision and strategic framework [here](#).

Together, we achieve much more.

While we're a small staff team, we achieve big things with the help of people who believe in our cause, like our members, volunteers, campaigners, funders, and partners. Together, we've already achieved significant success and we have ambitious plans for the future.

How we are run

As a charity, the Ramblers is governed by a board of trustees which comprises up to 15 members. Collectively the trustees are responsible for strategic oversight of the organisation and ensuring that our range of activities support our charitable purposes.

In addition to local Groups and regional Areas across Great Britain, under our devolution agreements, substantial authority is devolved to Ramblers Scotland and Ramblers Cymru.

Volunteers

Volunteers are our driving force. Without their hard work and dedication, we simply wouldn't exist. Some 22,000 people generously give their time come rain or shine, to make a difference to the things that matter most to walkers.

The team

The Ramblers has a staff team of around 100 people based at home or who work from our offices in London, Edinburgh, and Cardiff. As well as staff with specific roles in Scotland and Wales, we have six main departments.

The Chief Executive Office provides overall leadership to the organisation, leads the people function and supports the trustees, manages the charity day-to-day and makes sure it's governed effectively.

The Advocacy and Engagement team lobbies and advocates on behalf of walkers, campaigns to bring about change and is responsible for the Ramblers brand and external communications channels to raise our public profile.

The Operations and Volunteering team helps more people get out walking more often through member and non-member products and services such as group walks, self-guided routes, and path maintenance activities. It manages and supports our volunteers across the organisation too.

The Membership and Fundraising team work to deliver long-term, sustainable income and growth to deliver our mission. They form and nurture valuable partnerships with Ramblers members, individual supporters, corporates, trusts, statutory bodies and manage our society lottery.

The Finance, Performance and Impact team drives better ways of working through providing financial support, designing, developing, and deploying data and digital solutions, and it manages every aspect of our IT.

Job Profile

Job Profile Title: Partnerships Fundraiser	Responsible to: Head of Fundraising
Department: Membership and Fundraising	Responsible for: N/A
Contract: Permanent	Hours: Full Time – 35 hours a week
Band: 4	Location: Hybrid – Homeworking & London Office
Purpose of Role: The post holder will be responsible for building and maintaining strong relationships with a range of partners across the public and statutory sector, and large Grant making bodies, with a view to deliver on targets, for both restricted and unrestricted income. The role will be responsible for completing funding applications and appeals, as well as managing our commitments in terms of reporting and stewardship with all existing funders.	
Key Responsibilities: <ul style="list-style-type: none"> • To identify, cultivate and steward a comprehensive pipeline of donors. • Prepare compelling applications that match the funders requirements and priorities. • Identify activities across GB and work with key internal stakeholders to package into fundable projects, as well as working with project specific leads to build restricted applications. • Lead conversations with funders and complete any required application to gain funding. • Complete a continuous review of activity, and deliver on an ambitious strategy for this income stream • Provide accurate reporting on progress, and in particular income against budget and reforecasting where necessary. • Create and maintain a strong live pipeline of funders, and a targeted prospect list. • Ensure a tailored supporter journey is in place for all donors, and make sure thanking and recognising is at the heart of our approach. • Ensure all contract management is completed in line with funder requirements. • Develop strong working relationships with staff within various functions of the Ramblers. • Maintain accurate, up to date records of everything within this income portfolio and ensure it is stored in accordance with the Data Protection Act. • Assist and support fellow Fundraising team members, when appropriate. • To undertake such other duties as may be reasonably required of the post holder by the Ramblers. 	
Decision making: The post holder will lead on making recommendations and decisions relating to own strategic areas of Statutory and Grant fundraising, and feed in to the wider fundraising strategy. They will work independently and make informed decisions that are driven by organisational and team policies and guidelines to apply judgements to various situations both internally and externally.	

The post holder will seek support from the Head of Fundraising for guidance on overall strategic objectives or where serious or complex matters are involved such as the potential for reputational risk, significant financial loss or investment and matters related to over brand and communications strategies.

Resources:

- Use variety of monitoring tools and develop in line with grant requirements
- Assist with the input into budget plans & reforecasts
- Use Salesforce and other Ramblers systems and perform activities such as data input/collation.

Required skills and experience:

- Post holder will have significant experience of successfully applying to Statutory funders or large Grant bodies
- Post holder will know how to utilise qualitative and quantitative impact data
- Postholder will have experience of creating opportunities and packaging work into fundable projects to increase income.
- They will possess excellent IT skills and be fully competent in the use of Word, Excel and PowerPoint
- Must be able to meet tight deadlines and have excellent time management skills
- Must have the ability to collaborate across teams, and draw upon expertise and experience
- Postholder will have excellent communication skills, both verbally and in writing
- Postholder will be experienced in researching and creating focused prospect lists.
- Must have experience of creating and utilising live income pipelines, with accurate weighting
- Postholder will have excellent attention to detail, and strong analytical skills
- Post holder will have experience of preparing regular reports against goals and income targets
- Postholder will have experience of providing an excellent donor journey and be able to demonstrate their understanding of what great looks like.
- Must be able to work independently and use initiative and be flexible and adaptable in approach.

Qualification:

No formal qualifications are required.

Analysis and initiative

The post holder will be required to take an innovative view of all of Statutory and Grant fundraising at the Ramblers and take on the refinement and creation of new approaches, working practices and policies.

They will be required to conduct their own analysis of the risks and benefits of each application and discuss with the Head of Fundraising the viability and appropriateness of their work where appropriate.

Communicating

The post holder will be required to maintain effective professional relationships with both internal staff and external funders and will be required to produce a range of verbal and written communications to suit each intended audience.

The post holder will be required to communicate detailed information, including financial breakdowns and/or impact information, verbally and in written reports and applications.

The post holder will be expected to employ a range of communication techniques e.g. face to face, telephone, video conferencing or in writing.

People

The post holder will not have any formal responsibility for staff, however they will be required to coach, support and advise colleagues as appropriate – in particular the Fundraising Development Officer who will work closely with this role.

Desirable skills and experience:

- Broad fundraising sector knowledge and experience
- Fundraising regulation and best practice

Compensation and Benefits:

- Competitive base salary and potential annual incremental pay rise (post probation)
- Free Ramblers membership on joining
- Flexible working
- Pension contribution
- Perkbox
- Season Ticket loan
- Christmas office closure

Our Volunteers:

Ramblers is a member-led organisation, with the majority of work led by our volunteers. Staff are expected to work closely with volunteers and to manage relationships with function specific volunteers. For example, campaign staff work with campaigning volunteers, finance staff work with finance volunteers, walking operations staff work with walk leader volunteers etc.

The details contained in the job description, particularly the key responsibilities, reflect the content of the job at the date the document was prepared. It should be remembered, however, that it is inevitable that over time the nature of individual jobs will change; existing duties may be lost, and other duties may be gained without changing the general character of the duties or the level of responsibility entailed. Consequently, Ramblers will expect to revise this job description from time to time.

Salary	The salary range for this role is £35,000-£40,000 per annum (FTE)
Location	This role will be based from home with occasional planned visits to the London office as well as to Fundraisers around the UK.
Pension	We offer a contributory pension scheme
Annual leave	25 days annual leave, plus bank holidays and additional office closure at Christmas
Working hours	35 hours per week, Monday to Friday.
Additional Benefits	Season ticket loan; Access to Perkbox – includes 200 exclusive perks and benefits; Employee Assistance Programme and online GP access.

Candidate Application Information

Send us your CV and a cover letter summary of why you think you have the skills and experience for this role to recruitment@ramblers.org.uk by Wednesday 28th July 2021.

We will review all applications and confirm by email whether we are going to be taking you through to interview stage.

Equal Opportunities

The Ramblers welcome all sections of the community to work with us to achieve our vision. All applicants will have fair and equal access to recruitment and selection opportunities based solely on their abilities.

If you have a disability, which you would like us to consider, please tell us about this when you apply. Please let us know if we can help and remember that you can request information in large print or in a different format.

Guidance for CV and cover letter submission

Please send an up-to-date relevant CV including contact details of two referees. Note: - we will only take up references after we make a conditional job offer.

Providing a covering letter is the most important part of your application. It should be used to tell us how you think you meet the selection criteria listed on the knowledge, skills and expertise section of the job description. Draw particular attention to experience, skills, achievements and knowledge gained in past employment or other activities which are relevant to the job.

Please also complete our Equal Opportunities Monitoring form by downloading from the jobs section of our web page <http://www.ramblers.org.uk/jobs.aspx>

It is our intention to appoint the best candidate for every vacancy in accordance with our Equal Opportunities Policy. To do this fairly, within the overall recruitment process at stages throughout the process we will need all candidates to provide relevant information about themselves. This information should be based on the criteria listed in the enclosed person specification and which are regarded as essential to the job.

We regret that we are unable to acknowledge receipt of applications, but contact HR team on recruitment@ramblers.org.uk if you want to check your application has been received. If you do not hear from us within four weeks of the closing date, please assume that you have not been shortlisted.