**ROLE PROFILE**

**Senior Programme Fundraising Manager (Anti-Trafficking)**

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| **Job Title** | Senior Programme Fundraising Manager  |
| **Reporting to** | Head of Programme Fundraising |
| **Line Management responsibility** | No |
| **Salary** | c. £50,000 depending on experience |
| **Location** | Flexible, with some travel to London required |
| **Key accountabilities**  |
| **Job purpose**The British Asian Trust (BAT) is in a dynamic and exciting period of growth. A predominantly new business role, this Senior Programme Fundraising Manager will be responsible for securing high 6-7 figure grants for BAT’s programme priorities, initially with a particular focus on achieving ambitious fundraising targets for our new Anti-Trafficking Fund in India. With responsibility for achieving ambitious fundraising targets for the Anti-Trafficking fund, the role will focus on securing restricted grants from trust and foundations, including corporate foundations, and statutory donors. The post-holder will work closely with the Head of Programme Fundraising, as well as the wider Fundraising Team, in-country staff, and senior management, to secure significant and sustainable income for the organisation’s fundraising priorities.Crimes against children are rampant in India, as well as in neighbouring countries. Child trafficking is a highly organised, cross-border crime, but the child protection ecosystem to tackle it is fragmented, under-resourced and largely ineffective. This is starkly illustrated by the 3,200 cases of sex trafficking registered in India in 2015 which resulted in just 50 convictions; likewise, only 5% of the 90,000 child sexual abuse and rape cases in 2016 resulted in convictions. The increased vulnerability of children to trafficking following the economic conditions precipitated by the Covid-19 pandemic underlines the urgent need for coordinated and coherent action.Since 2014, the British Asian Trust has supported over 18,000 children and young women in India, vulnerable to or in situations of exploitation. We believe that child trafficking will only be tackled by delivering solutions that are collaborative, innovative, replicable and scalable, and are grounded in research-based evidence. Our work with the Child Labour Free Jaipur coalition, for example, engaged 35 international companies in championing a child labour free Jaipur, increased rescues by 70% and improved enforcement of child labour laws, securing the first five convictions for the crime ever in the city to date. In 2022, the British Asian Trust is launching a new partnership with the Children’s Investment Fund Foundation, which aims to raise $50 million to cut child abuse and exploitation in India by 50% in the next 10 years. We aim to address the lack of convergence, communication, coordination and collaboration across the public, private and civil society sectors working on child protection in India. Mobilising funding from private and corporate sources, we will create a transformative movement to tackle child abuse and exploitation in India.**Main responsibilities****Lead on identifying and securing new 6-7 figure grants from institutional donors (trusts, corporate foundations, and statutory donors) for BAT’s Anti-Trafficking Fund and other programme priorities*** Proactively research and identify funding opportunities that support the organisation’s fundraising priorities
* Maintain up-to-the-minute intelligence regarding existing opportunities, supporters, relevant industries and the overall philanthropic landscape
* Work with other internal Stakeholder Leads and wider teams to develop and implement effective engagement strategies, based on the research, including supporting senior management and trustees to initiative and manage key relationships
* Work collaboratively and productively with programmes teams and in-country staff, and senior management, to develop and submit high value (predominantly 6-7 figure) funding bids to meet Programme Fundraising targets
* Manage and maintain effective prospect records and pipelines on the CRM database (Salesforce)
* Proactively research, network and engage with key sector stakeholders and groups to identify and pursue funding opportunities and strategic partnerships in line with the organisational strategy, collaborating with programmes and senior staff as appropriate

**Effectively steward and grow a portfolio of existing institutional funding partnerships*** Maintain and develop a portfolio of high value institutional donors (currently primarily trusts and corporate foundations) in order to maximise sustainable restricted income
* Produce individual engagement plans, bespoke communications and compelling funding applications in order to reach ambitious targets
* Ensure effective grant and partnership management, working collaboratively with programme leads, country directors and communications staff, incl. thorough reporting and delivering partnership commitments, such as employee engagement, communications and events
* Ensure stand-out donor stewardship, leveraging on internal events and project visits, and face to face and written communication
* Support internal stakeholder leads (incl. the Chief Executive, Executive Directors and Trustees) to effectively manage donor relationships for which they are responsible, incl. drafting correspondence and writing meeting briefings
* Maintain appropriate donor records (on the CRM database as well as files), incl. donor thank you letters, contracts, payment receipts, meeting notes, communication records, etc

**Other:*** Compile accurate queries, reports and summaries as needed for the Head of Programme Fundraising and Director of Fundraising
* Support the development and implementation of systems, processes, and practices necessary to ensure that we deliver first class management of our funding partners
* Contribute to overall strategic and financial planning as required
* Participate in team meetings and events
* Actively contribute to and support wider BAT activities and initiatives, particularly with regards to income generation and communications
* Consistently demonstrate the values and principles of British Asian Trust in all its activities
* Other duties as required by the line manager commensurate with the post
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| **Key relationships****I**nternal: Director of Fundraising; Head of Programme Fundraising; Programme Fundraising Manager; Head of Programmes; Programmes staff in-country and the UK; Fundraising Team; Communications TeamExternal: BAT funding partners, including Trust and Foundations, corporate and statutory donorsProgramme Partners including; NGO’s, private sector companies and academic institutionsBAT Service Providers, such as IT and database support |

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| **Job-related knowledge, skills and experience**  |
| **Essential:*** Significant experience with demonstrable progression in an institutional fundraising (preferably trusts, foundations and/or corporate foundations) or similar role
* Strong track record in securing high value (six figures and above) grants from warm and cold trusts, foundations, corporate foundations and/or statutory donors, including demonstrable ability to independently manage the fundraising process from research/identification to grant management
* Demonstrable experience project managing complex bid development and writing successful fundraising bids, including developing project budgets
* Demonstrable ability to communicate effectively with a wide range of internal and external stakeholders, adapting style and approach to stakeholder needs
* Demonstrable experience of managing high-level internal and external stakeholders (including chief executives and trustees) to engage and drive fundraising relationships
* Demonstrable ability to proactively manage a funding pipeline and achieving fundraising targets, including reporting to senior stakeholders against targets and pipeline strength

**Desirable:*** Knowledge and/or experience in the development sector
* Knowledge, experience and/or passion relating to BAT’s programme areas (livelihoods, education, anti-trafficking, mental health, conservation) and/or countries in South Asia, particularly India, Pakistan and/or Bangladesh
* Particular expertise and passion for driving new business (funding) opportunities
* Experience managing corporate partnerships, including developing creative communications and engagement plans
* Knowledge and/or experience of the social finance sector or results-based-finance

**Key skills required for the role:*** Excellent stakeholder and relationship management skills
* Excellent written and verbal communication skills
* Excellent time management and organisational skills
* Ability to prioritise work and work well under pressure
* Ability to work methodically and with high attention to detail
* Good working knowledge of database, spreadsheet and word-processing software
* Ability to problem solve and troubleshoot
* Ability to demonstrate a flexibility of approach and work effectively as part of a team
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