<table>
<thead>
<tr>
<th>JOB TITLE:</th>
<th>Fundraising Development Manager, Midlands, West and Wales</th>
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<tbody>
<tr>
<td>STATUS:</td>
<td>Full Time</td>
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<tr>
<td>HOURS:</td>
<td>9:00 – 5:30 (JDRF operates a flexible working policy)</td>
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<tr>
<td>SALARY:</td>
<td>£32,200-34,900 Depending on Skills and Experience</td>
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<td>HOLIDAY:</td>
<td>25 Days pro rata plus Statutory Holidays</td>
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<td>LOCATION:</td>
<td>JDRF Regional Office Birmingham</td>
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<td>REPORTS TO:</td>
<td>Head of Regional Fundraising</td>
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<td>DIRECT REPORTS:</td>
<td>3 Fundraisers</td>
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<td>KEY INTERNAL RELATIONSHIPS:</td>
<td>Other Fundraising Development Managers/Regional Fundraisers &amp; Fundraising Co-ordinators, 1 x Community Engagement Officer (MWW), Regional Fundraising teams, plus national fundraising, communications, Community Engagement &amp; finance teams.</td>
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<tr>
<td>KEY EXTERNAL RELATIONSHIPS:</td>
<td>Regional Development Groups, Walk Chairs, high-level corporate, Patrons and other regional supporters.</td>
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JDRF is the type 1 diabetes charity, improving lives until we find the cure. We fund research to cure, treat and prevent type 1 diabetes. We also provide information for children and adults living with the condition at all stages, from diagnosis and beyond. We give a voice to people with type 1 diabetes and campaign for increased focus on, and funding for, research to find the cure.

We want our employees to be committed and be prepared to go the extra mile to assist us in finding the cure for type 1. Whatever your role is within JDRF you can be guaranteed that your work will always be rewarding. Get involved and use your skills to help JDRF find the cure for type 1.

PURPOSE OF THE ROLE

To act at a senior level to develop and implement a strategy and plan capable of putting JDRF at the heart of the Type 1 community in the region.

To lead, develop, implement and take responsibility for the area’s fundraising portfolio, and to achieve regular annual growth in both gross and net income.

KEY TASKS

- To develop a three year strategy to maximise growth in gross and net income across the Midlands, South West & Wales area agreed with the Head of Regional Fundraising.

- To work with staff in developing annual operational plans and budgets to implement the strategy.

- To adopt an innovative and creative approach identifying and developing new initiatives in the region in conjunction with the fundraising team and Head of Fundraising.

- To be responsible for ensuring the delivery of income budgets for the region, minimising costs, maximising Gifts in Kind and deliver a minimum ROI for the region of 1:3.

- To inform and contribute to the development of regional strategy nationally, through the Head of Regional Fundraising and membership of the Regional Management Team.

- In association with the Communications Department, implement programmes to raise awareness of the work of JDRF with special emphasis on involving families living with diabetes.
In line with the strategy of the organisation, to develop links with the Welsh Assembly to promote JDRF’s work with the type 1 community and research programmes.

To instigate, lead and support the Regional Development Group in the Region, helping them to form strategies to support the region’s development and recruit senior business executives and others of affluence and influence to serve on the RDG to ensure the widening of networks across the Region.

To build, maintain and develop relationships with existing corporate contacts, such as the Companies of RDG members and existing Walk to Cure Diabetes corporate supporters to broaden and retain their support of JDRF.

To implement and support any new revenue generation initiatives including advising on the development of 3rd party fundraising in the Midlands, West & Wales area.

To recruit and develop volunteer committees in the area whose primary aim is fundraising

To lead and support the activities of the existing JDRF Volunteer Groups in the region, actively promote and increase membership in these groups, and actively generate and form new committees across new parts of the region.

To manage, implement and develop the region’s flagship event, One Walk, and other activities in the fundraising portfolio, supporting lead volunteer groups as required. Seek opportunities to develop and add to the fundraising portfolio in the area.

To work closely with national fundraising colleagues to promote and implement a broad range of fundraising initiatives such as Charity of the Year Partnerships, Payroll Giving, Employee Fundraising, UK & Overseas challenge events, running events and the Friends, Legacy & Patron programmes.

To work with the Community Engagement Officer to ensure the implementation of the organisation’s Outreach strategy in the Midlands, South West & Wales area to build links and promote JDRF products and initiatives, organise and promote Discovery days through Clinics to recruit new supporters to the database.
To manage and develop the region’s fundraising team, and all aspects of the regional office including financial administration, database and mailings.

To provide regular staff meetings and annual Appraisal meetings for the fundraising team identifying training needs as appropriate. Direct all support activities associated with the management of a regional office including basic accounting, database management, facilities management.
# PERSON SPECIFICATION

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<tr>
<th>Criteria</th>
<th>Essential</th>
<th>Desirable</th>
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<tr>
<td><strong>Experience:</strong></td>
<td>• Previous fundraising experience</td>
<td>• Experienced event organiser</td>
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<td>• Proven track record of achieving and delivering budget</td>
<td>• Experience of corporate and community fundraising</td>
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<td>• Previous management experience of staff and volunteers</td>
<td>• Experience of using a recognised database</td>
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<td>• Public speaking/delivering presentations</td>
<td>• Experience of working in the charity sector</td>
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<td><strong>Skills:</strong></td>
<td>• Organisational skills</td>
<td>• Motivation and negotiation skills</td>
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<td>• Excellent written and communication skills</td>
<td>• Strong numerical skills</td>
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<td>• Excellent relationship building skills</td>
<td>• Good research skills</td>
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<td>• Ability to prioritise workload, manage time and meet deadlines</td>
<td>• Project Management skills and the ability to manage multiple projects</td>
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<td>• Ability to deal with situations that may be stressful or require quick</td>
<td>and maintain flexibility and control</td>
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<td>thinking</td>
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<td>• Good IT skills</td>
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<td><strong>Personality:</strong></td>
<td>• Goal orientated with strong networking skills</td>
<td>• Confident and professional</td>
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<td>• Meticulous and thorough</td>
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<td>• Willing to roll sleeves up and get on with the job.</td>
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<td>• Skilled at developing relationships at all levels</td>
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<td>• Innovative and creative</td>
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<td><strong>Education:</strong></td>
<td>• Educated to A-level standard or equivalent</td>
<td>• Member of the Institute of Fundraising</td>
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<td><strong>Other:</strong></td>
<td>• Clean driving license and access to a car</td>
<td>• Knowledge of type 1 diabetes, diabetes research and JDRF.</td>
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<td>• Ability to travel throughout the region</td>
<td>• Knowledge of region</td>
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<td>• Willingness and ability to work unsociable hours as required at events</td>
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<td></td>
<td>and business meetings</td>
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EQUAL OPPORTUNITIES

Juvenile Diabetes Research Foundation is an equal opportunity employer and does not discriminate against employees for job applications on the basis of race, sexual orientation, religion, colour, sex, age, national origin, disability or any other status or condition protected by applicable law. This policy extends to but is not limited to recruitment, selection, remuneration, benefits, promotion, training, transfer and termination.

Juvenile Diabetes Research Foundation is a registered charity No. 295716 (England and Wales) and SC040123 (Scotland)
Raising funds for research to find a cure for type I diabetes.www.jdrf.org.uk