



JOB DESCRIPTION & PERSONAL SPECIFICATION

SENIOR CORPORATE FUNDRAISER

Hours - 30 - 37.5

Salary - IRO £36,000 (*FTE*) depending on experience

Location - Primarily office-based in Hemel Hempstead; however, hybrid working can be offered where appropriate and agreed.

Access to a car is essential for this role

The successful candidate will be someone with track record experience in securing high value (5/6 figure) gifts, sponsorship, or partnership agreements, within a Corporate Fundraising or sales environment. They will be a confident self-starter, able to demonstrate a successful record of networking and building relationships and the gravitas to drive maximum impact, add value and increase corporate income.

OVERALL PURPOSE:

1. Develop DENS' corporate income stream, creating and implementing an effective corporate fundraising plan to meet agreed targets and increase sustainable income for the charity, whilst supporting DENS' ambitious growth plans.
2. Build strong and influential external relationships through existing and new networks and deliver first-class donor stewardship to build a pipeline of high-value business prospects, secure new partners, and nurture existing partners – with the objective of building ongoing regular income and long-term support.
3. Develop the DENS Business Partnership Programme as a framework to deliver an engaging and mutually beneficial programme of activity and network of partners, to encourage and inspire support.
4. Actively represent DENS at regular networking events, business forums and external meetings to build visibility, grow networks and generate new corporate opportunities.
5. Develop, manage and present a range of reporting tools to ensure efficient prospect stewardship, activity planning and income forecasting - to be used to manage and plan progress with Line Manager and Senior Leadership Team.

DUTIES & RESPONSIBILITIES:

- Attend and represent DENS at local and regional networking events, business groups, and corporate forums to proactively build new relationships and generate fundraising opportunities.
- Research and network, making connections with business influencers, to secure long-term, high value mutual partnerships.
- Research and identify new potential partnerships within the local area, developing a programme of consistent and ongoing engagement (cold calls/ mailing/ networking) to build relationships and secure support.
- Maximise value from corporate support and develop new areas leading to growth in income i.e. Payroll Giving, Charity of the Year, Gift in Kind, Sponsorship.
- Deliver presentations and tours of DENS services to share key information to potential and existing business contacts, inspiring them to give support.

- Create and deliver compelling proposals for prospective partners aligning with their core values and CSR objectives.
- Organise and deliver a series of DENS business events.
- Lead the planning and delivery of DENS Golf Days, including liaising with golf clubs, coordinating logistics, and proactively recruiting and stewarding businesses to participate.
- Support the wider Fundraising Team with the planning and delivery of events where required to ensure successful on-the-day execution, while proactively identifying and securing corporate sponsorship opportunities to maximise event income.
- Update the DENS Fundraising database (Donorfy) to ensure appropriate and timely recording of communications and activities, ensuring a clear and accurate audit trail of all interactions.
- Work to agreed objectives and attend performance review meetings and 1-1 meetings.
- Produce, manage, and monitor accurate recording of income and expenditure.
- Ensure all corporate donors receive strong and tailored communication and are supported and thanked appropriately.
- Champion fundraising best practice, ensuring compliance with relevant legislation, regulation, and codes of practice i.e. Fundraising Regulator and Institute of Fundraising Guidelines.
- Ensure GDPR compliance and confidentiality.
- Be an ambassador for DENS, confidently presenting the charity's key messages to increase awareness of the organisation and encourage people to support our cause.

INTERNAL RELATIONS:

- Work with the Senior Management Team and Grants Programme Manager to define the charity's funding priorities, ensuring DENS is well equipped to secure new funding.
- Produce regular pipeline reports, dashboards, and updates to Head of Fundraising.
- Work closely with the Fundraising Coordinator to ensure corporate activities and campaigns receive appropriate support and resource.
- Liaise with the Communications Lead to promote corporate activity on digital media, e-communications, and online platforms.
- Support the Events Manager by identifying sponsorship opportunities.
- Work collaboratively with the Fundraising Team with a 'one-team, one-goal' approach and play a key role at DENS-organised events.
- Work collaboratively across the organisation, building relationships with colleagues to ensure support for corporate activities and identify and maximise opportunities.
- Understand the needs of our clients, and how this factors into income generation.

This list of tasks and responsibilities is not exhaustive, and the post holder may be required to undertake other duties as required by your line manager. This job description can be amended by agreement with post holder and line manager.

This role requires regular travel to meetings, networking events and partner sites; therefore, a full driving licence and access to a vehicle is essential.

PERSON SPECIFICATION – SENIOR CORPORATE FUNDRAISER

Requirements	Essential	Desirable
Education & Training	<ul style="list-style-type: none"> • A good standard of education 	<ul style="list-style-type: none"> • Fundraising qualification
Knowledge & Experience	<ul style="list-style-type: none"> • Experience securing partnerships in a Corporate Fundraising or Sales environment 	<ul style="list-style-type: none"> • Knowledge of geographical area

	<ul style="list-style-type: none"> • Experience developing and delivering a corporate fundraising or sales strategy • Successful track record of building relationships and successfully influencing business stakeholders • Experience managing and monitoring income and expenditure budgets • Demonstrable track record of consistently exceeding targets 	<ul style="list-style-type: none"> • Knowledge of current trends and innovations in corporate fundraising including CSR. • Knowledge of Fundraising principals and the regulatory environment • An understanding of the issues facing homeless people and those facing poverty
Skills & Abilities	<ul style="list-style-type: none"> • Skilled in negotiating, pitching and winning partnerships • Strong planning and organisational skills. • Excellent communication and presentation skills with the ability to engage stakeholders at all levels • Ability to manage multiple projects, identifying conflicting demands and establishing clear priorities to meet objectives and improve results • Good written, verbal interpersonal and numeracy skills • Diplomacy and ability to work in confidence • Administratively self-sufficient, IT literate and knowledge of Microsoft Office 	<ul style="list-style-type: none"> • Strong evidence of proposal development, prospecting, and effective stewardship of prospects • Experience of CRM systems • Public speaking
Personal Qualities	<ul style="list-style-type: none"> • Professional, confident, and well-presented • The gravitas and drive to gain maximum impact, add value, and increase corporate income • Self-starter, motivated to set and achieve goals and take own initiative in the role • Persuasive, can-do attitude • People-focused and cross-team worker • Tact and diplomacy 	<ul style="list-style-type: none"> • Passion for the cause • Go the extra mile • Motivated to make a difference
General	<ul style="list-style-type: none"> • Full UK driving licence and access to a vehicle is essential for regular travel to meetings, networking events and partner sites • Available to attend regular early morning breakfast meetings and other networking events outside of normal working hours • Available to work flexible hours including, on occasions, weekends, and evenings to support the wider Fundraising Team at events and fundraising activities. 	

How to apply

- **Read the full Job Description & Personal Specification.**

If you match our criteria:

- Fill in the **DENS Application Form** including your Supporting Statement – We will not accept just a general CV for this role.
- Submit your application to fran.martin@dens.org.uk

This role remains open until a suitable candidate has been appointed. For an informal chat, please ring Fran Martin on 07415 628730

Please advise us should you require adjustments to be made for you at interview.