



Fundraiser

Job Pack



Welcome

As Scouts, we believe in empowering young people with skills for life. We encourage our young people to do more, learn more and be more.

We question and listen and form wide open minds. We take a deep breath and speak up. We think on our feet. See the big picture. Ignore the butterflies and go for it.

We get back up and try again. We think about what's next, and plan for it. We jump in, get muddy, give back and get set.

We're Scouts and everyone's welcome here. All genders, races and backgrounds. Every week we give thousands of 4-25-year olds across Scotland the skills they need for school, college, university, the job interview, the important speech, the tricky challenge and the big dreams: the skills they need for life.

We make a big difference. You could too.



Our values

Integrity

Respect

Care

Belief

Cooperation

Skills for Life

Our plan to prepare better futures in Scotland 2018-2025

Our vision

By 2025 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme.

We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Our mission

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

Our values

We act with care, respect, integrity, cooperation, exploring our own and others' beliefs.

Our goals

By delivering this plan we will achieve the following goals against our four objectives:

Growth	Inclusivity	Youth Shaped	Community Impact
<ul style="list-style-type: none">• 5,000 more young people• 1,000 more Section Leaders (including Assistant Section Leaders)• 200 new Sections• 500 more Young Leaders	<ul style="list-style-type: none">• Scouting membership reflects society in Scotland, especially, but not exclusively, in areas of deprivation, remote and rural areas and in new communities	<ul style="list-style-type: none">• Young people shaping their Scouting experience, with 50% of Groups and 75% of Districts and Regions earning Youth Approved Awards	<ul style="list-style-type: none">• 50% of youth members taking part in community impact project• 50% of young people achieving top awards

Our Regrowth Strategy

Following the pandemic, we have created a Regrowth Strategy to bridge back to our Skills for Life plan. We will:

Provide support and direction for the delivery of quality Scouting in communities across Scotland; to make sure we provide resources that support and develop young people and volunteers, expand resources to support a dynamic and attractive programme and embed outdoor and adventure as an integral part of our programme.

Champion membership recovery and growth; promote resources that support local Scouting recovery, target new opportunities for membership growth and focus on

This is underpinned by a charity that is sustainable through sound financial decision making, a commitment to environmental responsibility, strong governance and well-managed programmes of work. All delivered by skilled and motivated staff and volunteers.

Our Impact

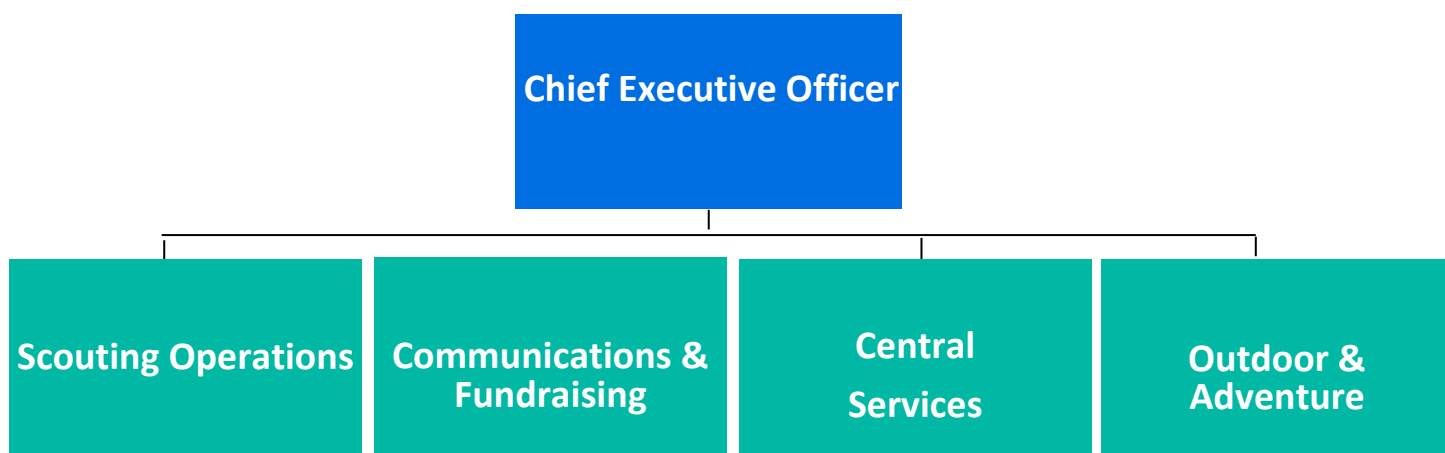
We know that Scouting will be needed more than ever as we recover from this pandemic. Young people are facing a crisis in mental health and loss of skills through prolonged lockdowns. The work that we do is vital to thousands of young people across Scotland.

Society is changing. In often fragmented communities, the pressures and expectations on young people are increasing. Scouts has never been so important in helping young people prepare for the future, developing the skills they need to succeed in a changing world. Each week, throughout the UK, almost half a million young people enjoy fun, friendship and outdoor adventure. They develop a sense of optimism and strong values as well as the leadership and team working skills that are more valuable today than ever.

Our Skills for Life strategy supports and empowers our volunteers who are the people that make Scouts a reality. It's a strategy to bring communities together and contribute towards a better society. But most of all, it's a strategy for young people. They deserve the best skills, the best support, and the best possible futures.

Our Structure

Our headquarters operation is based at Fordell Firs, just outside Dunfermline and we have three Scout Adventure Centres across Scotland. We have staff based in offices, at the centres, and working from home. Operationally we work in four teams:



Fundraiser

Responsible to:	Head of Communications and Fundraising
Department:	Communications and Fundraising
Salary:	£25,000 - £27,000 pro rata per annum (depending on experience)
Hours:	21 hours per week
Internal Relationships:	Scouts Scotland colleagues, Scout Adventure Centre colleagues and Senior Volunteers
External Relationships:	Funders, Members of Scouts Scotland, Fundraising colleagues at Scouts UK
PVG:	Enhanced. Wherever we go and whatever we do, we put young people's safety and wellbeing first.

About you

Are you passionate about fundraising to help young people? Are you full of energy and always up for a challenge? Do you get a buzz out of working with loads of different people? We think you'd love it here!

We're looking for an enthusiastic, grants and trusts fundraiser who can support our goals to generate funding for our Adventure Centres and our programme of youth work with young people right across Scotland.

As part of the Communications and Fundraising team, you'll work closely with the Marketing and Digital Communications Officer and Media and External Engagement Lead to identify the key messaging, stories and supporting content to create compelling applications.

You'll work creatively to engage with donors, helping us identify ways to inspire donations amongst existing and future supporters and members.

Core purpose

The purpose of this role is to secure external funding aligning with Scouts Scotland objectives. The Fundraiser will be expected to:

- Identify and cultivate potential funding
- Produce successful bids and applications
- Manage partner relationships to develop a warm portfolio of donors
- Write reports, evaluate impact and share learning across the organisation

Key Tasks

- Support the development and delivery of the Fundraising strategy
- Work with colleagues to develop donor-focused messaging and to identify relevant stories and other supporting evidence to create compelling applications
- Work closely with Adventure Centre teams to identify areas of need and source funding
- Work with colleagues in other departments to obtain necessary programmatic and budget information
- Support the development of a "donor journey", identifying engagement opportunities
- Manage a bi-annual digital update to donors reporting on the outcomes of their donations
- Work closely with colleagues to ensure any reporting or other obligations are fulfilled effectively in a way that strengthens relationships
- Monitor external parliamentary, third sector and funder activity to identify opportunities to build relationships and secure funding aligned to our strategic objectives
- Provide basic ad hoc support to local groups to support them identifying and applying for funding
- Administrate our CRM (eTapestry) and virtual giving platforms (enthuse and JustGiving)
- Keep Scout Scotland colleagues and relevant volunteers up to date with your activities
- Ensure our fundraising is carried out legally and conforming to best practice

The person we are looking for

We are looking for a results-driven, motivated team player to join our exciting and fast-paced team. You'll be an innovative thinker, able to spot opportunities and develop concepts to create a successful bid.

Knowledge and Experience

- Good knowledge of best practice in fundraising
- Experience securing income from trusts, statutory or commercial sources
- Experience cultivating and managing a portfolio of trusts and foundations
- Proven track record of delivering against targets
- Member of the Institute of Fundraising with a Certificate or Diploma Qualification (Desirable)

Skills and Abilities

- Proven ability to build relationships with, and influence, internal and external stakeholders
- Excellent writing, presentation and intra-personal skills
- Able to manage and prioritise a diverse workload and meet tight deadlines
- Broad range of fundraising experience with specific experience of one or more of the following: Community Fundraising, Events Fundraising, Corporate Fundraising.
- A track record of achieving fundraising targets.
- Be financially literate with the ability to plan and manage a budget.
- Current UK Driving License (Desirable)

Values and Personal Qualities

- Confident, personable and professional manner to work with both internal and external contacts
- Self-motivated, organised and able to manage a varied workload
- A willingness to learn and share your learnings with the wider team
- Empathy with the aims and values of Scouts Scotland, and passionate about the wider community impact of the Scout Movement
- Able to work occasional out of hours – for which time off in lieu will be given
- Committed to your own personal development – to keep up to date with the relevant knowledge and skills needed to successfully fundraise in this space

Summary Terms and Conditions

Title:	Fundraiser
Contract:	Permanent
Salary:	£25-27,000 pro rata, per annum
Pension:	A contributory pension scheme is available. Contribution rates are 7% of salary from the employer and a minimum of 5% from the employee.
Hours of work:	21 hours per week. We're happy to talk flexible working.
Location:	Scouts Scotland HQ, Fordell Firs, Hillend, Dunfermline
Holiday:	25 days a year, rising incrementally to a maximum of 32 days after 8 years, plus 9 bank holidays (calculated pro rata)
Extra holidays:	We close during the Christmas and New Year holidays, which means you get 3 days of extra leave.
Benefits:	We offer a wide range of family and carer friendly benefits to support work life balance including, but not limited to flexible hours, paid leave for volunteering and public duties, additional leave for long service.

How to apply

The closing date for applications is **noon Monday 5 December 2022.**

To apply, please send a short covering letter detailing how you meet the person specification along with your CV to hadmin@scouts.scot.

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Interviews

Interviews will take place w/c 12 Dec at our headquarters in Fordell Firs, near Dunfermline. There may be a need for a second interview.

We're a small, busy team, so if you haven't heard from us within two weeks of the closing date that means you have not been selected for interview this time.

