

**Job Description**

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| **Job Title** | **Fundraiser**  |
| **Responsible to** | Chief Executive Officer |
| **Salary** | £35,196 |
| **Hours** | 37 hours per week |
| **Staff Responsibility****Base** | NoneChester and home working. Some travel across Cheshire and North East Wales will be required. |

We are looking for a passionate, driven, and engaging individual to join our dynamic team as a Fundraiser. You will join our committed team to make a valued contribution towards our mission to provide services for people with a vision impairment that aim to increase independence and wellbeing, and reduce social isolation across North East Wales, Cheshire and Halton.

This is an exciting opportunity to make a huge impact in a respected charity, to apply your skills and experience to make a real difference, and to be part of a friendly and passionate team.

**Overall Aims of the Post:**

The post holder will lead on all aspects of fundraising, working closely with the wider team and communities to help us diversify our income, developing different fundraising streams from increasing individual giving, legacies, running events as well as organising community fundraisers to raise the profile of Vision Support.

**Key Responsibilities:**

* Develop and implement a costed fundraising strategy and work within the agreed budget
* Develop and nurture relationships with a wide range of stakeholders including local businesses and individual donors.
* Organise and manage fundraising events such as sponsored walks, charity dinners, and local campaigns
* Plan and organise events and fundraising opportunities linked to our 150th Anniversary celebrations in 2026
* Support and motivate volunteers to assist with fundraising activities
* Raise awareness of the charity’s mission and services, encouraging local support and participation
* Increase engagement in fundraising activities
* Achieve annual fundraising targets and monitor financial progress
* Keep accurate statistical information and report back to the CEO and Board
* Attend local events, fairs, and exhibitions to promote the charity
* Work closely with our Content Designer and Communications officer to develop a Communication strategy for each aspect of fundraising.
* Demonstrate the organisation’s values within your work

This is a dynamic role, and it is not possible to cover all potential responsibilities in the job description, therefore, it is expected that the post-holder may be required to carry out tasks not specifically covered within their job description.

**About You:**

You are an influential and persuasive communicator, motivated, outgoing, creative and highly organised. You will have strong interpersonal skills and the ability to inspire others to support our mission.

**Essential Criteria:**

* Proven experience in a related role e.g sales, marketing, event management or project management
* Excellent communication and networking skills
* A proactive and target-driven attitude
* Strong organisational and project management skills
* Ability to work independently and as part of a team
* Willingness to travel regionally
* Ability to develop and work to budget
* Ability to work evening and weekends as needed

**Desirable:**

* Previous experience in a fundraising role
* Previous experience working within a charity or non-profit sector
* Knowledge of the local charity landscape and fundraising regulations
* Experience in recruiting and managing volunteers

**Benefits:**

* Flexible working arrangements (remote work with regional travel)
* 26 days annual leave plus bank holidays, increasing to 32 days after 5 years’ service
* Pension scheme
* Access to an Employee Assistance Programme with 24/7 counselling
* A full induction with a chance to meet the whole team
* Regular teambuilding days
* Opportunities for career development and training
* A chance to make a real difference

Join us and be part of something extraordinary. Help us make a lasting impact on the lives of those living with a vision impairment!

**General/Additional Information**

* The postholder is expected to follow the organisation’s Employee Handbook.
* **Confidentiality -** It is expected that all employees understand that our work with service users is confidential and that personal details about service users or their families should not be divulged to members of the public. A breach of confidentiality will result in disciplinary action.
* It is expected that the postholder will cover tasks not specifically covered within their job description therefore flexibility is required.
* Awareness training (including listening skills, attitudes to vision impairment, causes of vision impairment, suitable equipment, and sighted guiding techniques) will be given. Ongoing training and regular staff meetings will follow induction.
* Applicants are advised that contact with guide dogs may be necessary within the workplace.
* Vision Support operates a no smoking policy within its buildings.

Vision Support reserves the right to close this advert early if a suitable candidate is found.