

Job title:	Spice FM Fundraising Manager
Job description	
<p>ROLE AND RESPONSIBILITIES</p> <p>Overview: As a Fundraising Manager at Spice FM, you will play a key role in developing and implementing comprehensive fundraising strategies to support our mission and financial sustainability. The successful candidate is preferred to have proven track record in all areas of fundraising, strong interpersonal skills, and the ability to cultivate relationships with donors, sponsors, and grant funders. We are looking for an adaptable individual able to work independently and / or as part of a team in all sectors including private sector, public sector and the third sector.</p> <p>Responsibilities:</p> <p>Develop and Implement Grant Fundraising Strategies:</p> <ul style="list-style-type: none"> • Research, identify, and apply for relevant grants to support our organisational initiatives • Think outside the box and come up with grant funding opportunities that can be applied to our organisation and relevant to its mission statement • Prepare compelling grant proposals and bids according to funder criteria and guidelines • Maintain a comprehensive calendar of grant deadlines and reporting obligations. <p>Advertiser and Donor Engagement and Relationship Management:</p> <ul style="list-style-type: none"> • Cultivate and maintain relationships with existing donors, sponsors, and advertisers. • Identify and engage potential leads through targeted outreach and relationship-building activities. • Implement continued effective relationship building for client retention and further enhanced campaigns <p>Additional Income stream generation:</p> <ul style="list-style-type: none"> • Be entrepreneurial and creative in identifying and implementing other new relevant and appropriate income streams • Coordinate and oversee fundraising events, including logistics, promotion, engagement, internal collaboration and post-event evaluation. • Explore other innovative ideas to attract and engage advertisers, donors and sponsors • Maximise income <p>Collaboration and Communication:</p> <ul style="list-style-type: none"> • Assist to create fundraising materials and campaigns on social media, online and offline. • Collaborate with senior management to align fundraising strategies with organisational priorities. • Provide regular updates to management and board on fundraising progress, challenges, and opportunities. 	

Essential Skills

- Educated to an appropriate and relevant standard
- Experience and proven track record in grant fundraising and bid writing
- Experience in sales
- Strong interpersonal and communication skills, with the ability to inspire and engage a range of diverse stakeholders
- Excellent organisational and project management skills, with attention to detail.
- An entrepreneurial and creative flair
- Good understanding of software packages and social media, including MS Word, Excel, Outlook, key social media platforms and IT literate.

Preferred Skills

- Experience in working in events and marketing
- Knowledge of a working in a radio station environment

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Minimum 3 GCSE Grade A-C and 3 GCSE Passes.

Minimum 2 A Level Passes