

The Role: Volunteer Fundraiser – Trusts & Grants

Reporting to: Operations Director

Location: Home based

East Sussex Wildlife Ambulance and Rescue Service (WRAS) is an award winning community charity, providing a front-line rescue service and veterinary hospital, responding to calls from members of the public, vets, local authorities, and other animal welfare organisations.

Our aim is to Rescue, Care and Rehabilitate injured wildlife across East Sussex.

WRAS provides quality care as swiftly, safely and humanely as possible to relieve the suffering and to restore the health of wildlife so they can be released back into their natural habitat.

This is a new and exciting opportunity for an enthusiastic, innovative and creative fundraiser to join our dedicated and passionate team and help us generate funds to secure long-term sustainability and enable us to increase our level of service and response to the needs of wildlife.

You will be a valued member of our Volunteer team and will have the opportunity to learn about our work, how wildlife survives, what the impact human lifestyles have on their survival and how we can educate people to make their habitat safer.

Your support will make a huge difference.

Overall Purpose:

The overall purpose is to generate income by producing high quality written applications to a range of funders and sources.

Key areas and duties:

- To create grant writing process including meeting deadlines, reporting, and tracking.
- To identify opportunities and submit compelling and bespoke funding proposals to raise unrestricted and restricted funds from trusts and foundations.
- To nurture effective relationships with small, medium and large funders, to ensure long lasting relationships and repetition of grants.
- To monitor and review progress against fundraising targets and report to the Operations Director monthly, and quarterly to the Trustees.
- To work with the Operations Director to understand priority funding needs, develop core and project proposals.
- To be aware of and compliant with the Institute of Fundraising standards of good practice.

Additional duties:

- include raising the profile of the charity and generating other voluntary income in support of the delivery of WRAS services.
- To review in conjunction with the Operations Director WRAS's fundraising strategy, updating it regularly.

- To understand and adhere to all WRAS Policies and Procedures.

Skills & Experience:

- **Proven track record of raising funds from a variety of sources, including charitable trusts and foundations.**
- Ability to think creatively and respond quickly to new opportunities
- Excellent research skills.
- Ability to work with attention to details and with accuracy.
- Ability to analyse information.
- Ability to write and present persuasive, accurate and compelling proposals.
- Excellent organisational skills and ability to meet often competing deadlines.
- Self-Motivated.
- Ability to working on own initiative.
- Excellent planning, organisational and time management skills.