

Development Manager (Fundraising & Stewardship)

The logo for the John Muir Trust, featuring the words "JOHN", "MUIR", and "TRUST" stacked vertically in a white, serif font against a dark olive green square background.

Are you a talented individual looking to develop your career in a progressive conservation organisation? The reason the John Muir Trust exists – to conserve, protect and repair wild places for the benefit of everyone – has never been more important.

We are recruiting a Development Manager (Fundraising & Stewardship) to lead on the John Muir Trust's corporate and major donor fundraising. This is a unique opportunity to join the Trust's Income Generation team as it looks to significantly increase income to support our exciting strategy.

The John Muir Trust is committed to working together to promote a more inclusive environment and we need a diverse team to realise this. Applicants are welcome from all walks of life with diverse backgrounds, cultures, perspectives, and experiences to support our work on behalf of wild places.

Main responsibilities

Key duties

- Manage expansion of the Trust's corporate fundraising, identifying targets, developing materials, and making persuasive asks for relevant projects.
- Grow the Trust's portfolio of major donors and prospects to secure both core and project income.
- Lead on stewardship of high value donors, building on existing relationships to maximise income and meet ambitious targets.
- Plan and manage events and individual meetings with potential donors, making tailored asks in order to optimise return.
- Develop funding bids, working with a range of colleagues to submit compelling proposals to individuals and other funders, ensuring approaches match their interests and priorities.
- Write reports and updates to keep donors informed of the positive impact of their support.
- Liaise with colleagues across the organisation to ensure that fundraising activity reflects the Trust's strategic priorities.
- Line management of part of the Income Generation team: agreeing objectives and work plans, managing workload and performance.
- Work with the Income Generation Director and the wider team to assist with other aspects of fundraising as required.

Person specification

Essential skills, knowledge and aptitude

- At least three years' experience in a similar role or at a comparable level in a comparable organisation.
- Demonstrable track record of income generation, ideally from corporates and major donors.
- Proven ability to build, manage and develop key stakeholder relationships.
- Experience of working with senior staff and trustees on project development, prospect development and relationship management.
- Excellent communication skills, including evidence of the ability to turn complex project information into persuasive fundraising content for various audiences.
- Line management experience – experience of managing staff remotely would be an advantage.
- Understanding of the charitable and environmental sectors and key land management and policy issues facing the Trust.
- Energy, enthusiasm and desire to meet ambitious targets and ability to work flexibly and creatively towards those targets.
- Highly self-motivated and able to work autonomously, take initiative, make decisions and manage own workload.
- Commitment to and sensitive communication of the Trust's core values and strategic direction.
- Experience with CRM systems would be an advantage.

Qualifications

- Educated to degree level or equivalent
- Qualifications and/or significant evidence of continued professional development relevant to the role purpose and level

Other details

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| Type of contract: | Permanent |
| Hours: | 35 hours per week |
| Salary: | Band D From £36,001 |
| Pension: | 5% employer contribution to a group auto-enrolment pension scheme |
| Reporting to: | Income Generation Director |
| Location: | Flexible, with regular travel to Edinburgh or Pitlochry |
| Holidays: | 34 days per year plus 2 'wild days' or 2 sustainable travel days |

John Muir Trust standard terms and conditions of employment apply.

johnmuirtrust.org