

**Fundraiser**  
**Fixed Term 6 month contract**  
**3 days per week**

We are recruiting for a Fundraiser. We are looking for a creative fundraiser to join our fantastic team and help us to sustain and grow income.

This is a key role within the charity, and you will play a vital part in helping us to achieve our long-term mission and provide more opportunities for children and young people to benefit from the transformational potential of our work.

We would particularly welcome applications from those currently underrepresented in the cultural sector, including those from the global majority and those who experience systemic inequality or disadvantage.

**About the role:**

Recent funding from Arts Council England has allowed for investment in some organizational activity. Part of this project includes testing the viability of working with a fundraiser to support growing investment in our key projects.

Working with the Executive Director, Artistic Director, and the wider administrative team the Fundraiser will bring innovative new approaches and experience to securing income, diversifying our current income streams, and developing our current donor network. The Fundraiser will work with the team to develop and manage relationships with key donors, including trusts and foundations, corporates, and major donors. The Fundraiser will be joining a committed and experienced team who are all involved in generating income and fundraising.

**Job Description:**

We are looking for a talented fundraiser to secure funding for projects and core costs for 2025 onwards.

The Fundraiser will work with the team to secure the funding needed to develop new projects being tested in 2024 and develop an ambitious fundraising strategy to support our plan for growth and our seven-year strategy 2023-2030.

**Strategy 2023-2023:**

**Vision:** To inspire, enable and create better lives for children and young people through physical theatre.

To achieve our vision, we will focus on four strategic priorities. Across the next 7 years our work will build on our past decade of work to be recognised as one of the country's flagship organisations producing and championing work with and for children and

young people. To achieve this we have identified four areas of development with corresponding strategic priorities.

**Four areas of development:**

**GROWTH- Extend the invitation**

...to the widest possible audience of children and young people across the country.

**ENGAGEMENT- Build Trust**

...in the Highly Sprung brand, our work, and its quality.

**INNOVATION- Develop Practice**

...Create new work that seeks to pioneer and innovate

**LONG TERM SUCCESS- Resilience and Sustainability**

...our ability to grow and adapt whilst responding to challenge, economically, environmentally, and politically.

Our aim is to develop more sustainable income with core cost recovery central to funding streams, with a current target of £300k. Identifying new opportunities, and driving engagement with individuals, trusts, foundations, and funders to increase our income.

**Job Responsibilities:**

- Working with Highly Sprung Executive Director, Artistic Director, and administrative team to generate sufficient income to meet relevant fundraising targets, across a range of campaigns and sources.
- Applying for funding from trusts and foundations, existing and new to Highly Sprung.
- Ensuring reports are submitted on time and in line with funder requirements.
- Accurate analysis of data over reporting periods.
- Ensuring any restrictions on funding are noted and followed, in line with the specifics of a project proposal.
- Researching, identifying, and maintaining a pipeline of prospective trusts and foundations.
- Work flexibly across income streams creating inspiring fundraising initiatives which meet income targets, as agreed.
- Write high quality funding applications for single and multi-year grants up to the value of £300k.
- Undertake all elements of donor research, relationship management and stewardship.
- Develop fundraising proposals, case studies and stories of support for all our projects, as necessary.
- Work with the wider team to devise and deliver a fundraising strategy.
- Track and report on fundraising performance.
- Represent Highly Sprung at events and meetings.
- Stay informed with the latest fundraising trends and best practices.

- Ensure all work meets with Highly Sprung's policies, including Equal opportunities, environmental policy and health and safety and the Fundraising code of practice.

## What we're looking for (Skills and Experience):

An experienced fundraiser, with a proven track record in fundraising for smaller charities, with a passion for the arts and its benefits to children and young people.

- Experience in a similar fundraising role.
- Proven track record of securing grants/funds of £100k+
- Good project management skills.
- Excellent relationship building and communication skills.
- Strong writing and analytical skills.
- Knowledge of fundraising best practices.
- Experience of writing and securing large multi-year grants.
- Knowledge of sector specific funding.

### Desirable

- Understanding of work with and producing work for children and young people.
- Understanding of physical theatre.
- An understanding of working with education- EYFS, primary, secondary, further, and higher education level.
- Experience in fundraising comms and social media.

## Terms

### Location

It is our preference that the Fundraiser lives within easy commuting distance of Coventry in order to sufficiently engage with the city and region, but the possibility of hybrid working can be explored also.

### Working Hours

A typical **full time** working week is 40 hours over 5 days but often projects demand more flexible working including some evening and weekend work. **This role relates to 26 hours a week.**

Office hours are typically between 9am to 5pm.

Flexible working can be negotiated to meet the needs of the Fundraiser role.

### Contract:

Temporary- 6 months

Freelance

### Fee:

£8,400.00

Highly Sprung Performance is a CIO registered in England & Wales. Registered charity number: 1178239

Registered Office: Daimler Powerhouse, Sandy Lane Business Park Coventry CV1 4DQ

M: 07780 626604 E: [team@highlysprungperformance.co.uk](mailto:team@highlysprungperformance.co.uk) [www.highlysprungperformance.co.uk](http://www.highlysprungperformance.co.uk)

0.6 post (24 hours per week for 26 weeks)  
FTE £28k

## To Apply:

Please complete the **Freelance Fundraiser application form** available here:  
[Application Form](#)

And our Equal Opportunities form available here:  
[Equal Opportunities Form](#)

We will not be accepting CVs for this role.

As an alternative, if you have specific access needs, you can complete this application in a different format: video/audio applications of up to 5- minutes in length are acceptable.

If you have any access requirements, please contact:  
[sarah@highlysprungperformance.co.uk](mailto:sarah@highlysprungperformance.co.uk).

**Send completed application forms to:** team@highlysprungperformance.co.uk  
with **FREELANCE FUNDRAISER** in the subject line.

### If you cannot email, please post to:

HIGHLY SPRUNG  
Daimler Powerhouse,  
Sandy Lane Business Park  
Sandy Lane  
Coventry  
CV1 4DQ

### Key dates:

- Deadline for applications is **Thursday 16th May 2024 at 5pm.**
- Successful applicants will be notified by email no later than **Monday 21st May.**
- Interviews will be held on **Wednesday 22nd May 2024.**
- Ideally successful applicants would be available to start work as soon as possible. The start date can be negotiated.

### Interview

Interviews will take place on Friday 3<sup>rd</sup> May 2024 remotely via Zoom. If your application is successful, you will be offered the opportunity to select three preferred time slots for your interview.

## About Highly Sprung:

We are Highly Sprung Performance.

We create inspiring performance and participatory experiences using physical theatre to enable better futures for our children and young people.

Every year Highly Sprung transform the lives of thousands of children and young people, delivering workshops to more than 5000 children and young people and reaching an audience of nearly 40,000 with our touring performances. Our work provides an opportunity for children and young people to discover their talents and their voice, laying the foundations for their better futures through physical theatre.

Our work is delivered across the UK, where we engage with children and young people through performance work and participatory projects in and outside of education that seek to re-address inequality. Equipping children and young people with life skills that improve their employability and more importantly motivate them with ambition and improved well-being to fuel a desire to seek fulfilment through their education, employment, and future lives.

We make touring performances and interactive projects about the issues that affect children and young people and the world they are growing up in.

### **We do this through:**

**Shaping Futures-** Nurturing the next generation of performers, audiences, and creatives, through talent development opportunities using physical theatre.

**Unique Educational Experiences-** Because we know many children and young people only ever experience culture through school, we deliver programmes of work in schools that provide inspiring experiences- using our expertise combining learning with physical theatre.

**Performance for Everyone-** Creating beautiful productions that tour to the places children and young people can access- parks, high streets, libraries, and museums. Using a hybrid style of performance, combining theatre, dance, aerial and tackling environmental and societal issues through engaging and powerful narratives that meet the needs of our diverse audiences.