



Centre for Social Justice – Job Description

Senior/ Development Manager

Job Title:	Senior/ Development Manager
Reporting To:	Development Director
Closing Date:	20 th February 2019
Location:	Westminster, London
Salary:	Dependent on experience
Apply:	Please read the job description in full. If you feel you qualify for the role, please send your CV and a covering letter to recruitment@centreforsocialjustice.org.uk

THE ORGANISATION

The Centre for Social Justice (CSJ) is an independent think tank, established to put social justice at the heart of British politics. Moved by shocking levels of disadvantage across the nation, it studies the root causes of Britain's acute social problems in partnership with its Alliance of over 350 grassroots charities and people affected by poverty. This enables the CSJ to find and promote evidence-based, experience-led solutions to change lives and transform communities. The CSJ believes that the surest way to reverse social breakdown – and the poverty it creates – is to build resilience within individuals, families and the innovative organisations able to help them.

Since its inception the CSJ has set the agenda for social policy reform. From the design and implementation of the Modern Slavery Act and Universal Credit to tackling local gang crime to educational reforms targeted at children in our poorest communities, our policy recommendations have been picked up by government at both a national and local level and delivered. We have a reputation for ground-breaking research, big ideas and pioneering nation changing reforms.

THE ROLE

The CSJ is looking for an exceptional and ambitious fundraiser to work in our busy Westminster office. Working as part of a small team, you will be at the forefront of engaging new donors, securing income against targets, raising the profile of our work and supporting other team members to maintain, grow and steward existing donors and supporters.

THE PERSON

- Significant experience in high value fundraising (working with Corporates and/or Trusts and Foundations and/or Philanthropists), preferably in the political and/or charitable sectors;
- A proven track record of soliciting five and preferably six figure donations;
- Experience of engaging and influencing high-profile and high-net-worth individuals and organisations;
- A strong interest in current affairs, politics and the social justice agenda;

- High level communications skills and experience with public speaking;
 - A commitment to excellence and high standards of professionalism;
 - A team player with initiative and a positive “can do” attitude;
 - Well-organised, discrete, and with a high degree of personal integrity.
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MAIN RESPONSIBILITIES

- Taking a leading role in delivering the CSJ’s fundraising strategy;
- Increasing the number and range of supporters, with a primary focus on developing new corporate partnerships, through prospecting, donation solicitation and the securing of new relationships;
- Contributing to and implementing strategies to secure donations from existing and new major donors on a multi-year basis;
- Maintaining meticulous records of all fundraising activities on the CSJ’s CRM database (Salesforce);
- Drafting fundraising proposals, impact reports and related donor facing correspondence;
- Ensuring that exceptional relationship management characterises all fundraising work and impact reporting is communicated to relevant donors at all times.
- Being an ambassador for the CSJ to key external stakeholders;
- Helping deliver fundraising events;
- Producing financial up-dates and analysis for the CSJ senior team and the board of directors;
- Other duties that arise from time to time.

To apply, please send your C.V. and a short covering letter outlining how you meet the requirements of the role described above to recruitment@centreforsocialjustice.org.uk