Home-Start Wandsworth (HSW)
Fundraiser

Job title: Fundraiser

Employer: Home-Start Wandsworth, Battersea Arts Centre, Lavender Hill, Battersea, SW11 5TN

Hours: Permanent, full time: 35 hours per week (open to discussions to accommodate a 4 day week)

Reports to: Communications and Engagement Manager

Location: Hybrid working

Salary: £28,000 to £33,000 FTE depending on experience

Benefits: Flexible Retirement Plan with a contribution from Home-Start Wandsworth of 6% of salary, Death in Service Benefit of 3 x annual salary

To apply for this role:

Please provide your CV (maximum 2 pages) and supporting statement detailing how you meet the requirements of the role - providing clear examples of experience, skills and knowledge (no more than 1 page). *We're keen to understand your individual experience and voice, so please write your supporting statement without the use of AI-generated content.*

Application Closing date - Sunday 28 November 2026
Send your application to: director@homestartwandsworth.org.uk

About Home Start Wandsworth:

Being a parent is never easy. But for some the challenges are even harder. Home-Start supports parents with children under 5, to overcome those additional challenges such as poverty, mental health or social isolation . Our volunteers work with families to build their strengths and give them the practical or emotional support they tell us they need. We offer non judgemental, compassionate, and confidential help to make sure every child gets the best start in life.

Home-Start is a federated charity consisting of a central national office – Home-Start UK - and 178 geographically dispersed local Home-Start organisations, all working together under the same identity. Home-Start Wandsworth is one of those local organisations.

About the Role:

The Fundraiser reports to the Communications and Engagement Manager and is responsible for supporting the delivery of our fundraising strategy. They will lead on all fundraising activities and take a proactive role in generating income through local community engagement, volunteer-led initiatives and supporter groups.

With support from the Communications and Engagement Manager, they will build strong relationships and develop partnerships across Wandsworth and inspire individuals, schools, local organisations and community groups to support Home-Start Wandsworth through creative and inclusive fundraising activities.

They will also play an integral role in contributing to the planning, coordination, and successful delivery of Home-Start Wandsworth's annual programme of fundraising events, supported by the Communications and Engagement Manager and working under the oversight of a designated trustee who takes responsibility for each event.

This role will include supporting the Managing Director with G&T applications and they will be responsible for G&T monitoring and reporting.

This is a position that requires a self-motivated team member with a dynamic and hands on approach. The successful candidate will demonstrate a track record in fundraising, be able to demonstrate strong written and verbal communication skills and be a strong positive team player.

Key Responsibilities:

Support the Managing Director, Communications and Engagement Manager and Fundraising Trustee to implement the fundraising strategy for the charity.

Community fundraising:

- With the support of the Communications and Engagement Manager, build and develop the fundraising events calendar for the year, and ensure this aligns to the overall communications strategy and our strategic priorities.strategy and communications calendar.
- Lead on all fundraising activities as per the plan, the purpose of which is to develop our supporter base and grow regular income. This would include, but is not exclusive to:
    - Building relationships with identified local businesses and community groups (schools, faith groups, HNW individuals).
    - Individual Giving campaigns, and develop a strategy for building a supporter database to help drive individual donations.
    - Developing and growing our programme of challenge event activity
- Work with the Communications and Engagement Manager to agree a communications plan for approaching and developing these relationships.
- Assist in developing and delivering creative and inclusive fundraising ideas that connect with different communities across Wandsworth.
- Support the creation of fundraising toolkits and offer practical advice to individuals or groups organising their own fundraising activities.
- Contribute to fundraising events, supporting by finding sponsors, inviting partner organisations etc and represent Home-Start Wandsworth at events and community activities, acting as a friendly and approachable point of contact for supporters and the public.

- Take a proactive and positive approach, bringing forward ideas, helping to improve existing events, and exploring new opportunities to engage supporters.
- Carry out other reasonable tasks that may arise from time to time, in line with the nature and level of the role.

Grants and Trusts:

- Support the Managing Director with research to develop a pipeline for G&T applications.
- Provide support for submission of bids in accordance with the plan, ensuring submission deadlines are met.
- Take full responsibility for all G&T reporting requirements and ensure that deadlines are tracked in accordance with funders requirements.
- Maintain detailed and accurate records of applications, bid, tenders and outcomes

Fundraising Administration

- Collation of community fundraising data and maintain detailed and accurate records of activities, and support information using the CRM system (Monday.com)
- Deliver a regular report to the Board on performance against grant and trust and community fundraising activity.
- Ensure that all fundraising activities comply with UK Law such as the General Data Protection Regulations and that all our activity follows the Code of Fundraising Practice and the Fundraising Promise as well as all internal HS policies.

Volunteer Engagement:

- Help attract and welcome community volunteers to get involved in fundraising and event support.

Safeguarding

Safeguarding is at the heart of Home-Start Wandsworth. All employees are expected to have a knowledge and understanding of safeguarding and child protection procedures and to comply with and have a commitment to best safeguarding practice at all times, immediately reporting any concerns regarding Safeguarding and Child protection or the protection of Vulnerable Adults to the designated safeguarding lead or safeguarding trustee.

Knowledge and Experience:

- Relevant experience in a role related to fundraising, ideally in a charity setting but we will consider other sector experience
- Proven ability to write successful grant/trust funding applications and/or experience of submitting bids/tenders for services
- Experience of planning and prioritising work across a project
- Experience of coordinating and resourcing successful fundraising activities
- Success in identifying and creating new fundraising activities
- Ability to develop and manage budgets
- Evidence of building and maintaining effective networks and partnerships for joint working
- Knowledge of current legislation and policies related to fundraising and GDPR
- Excellent written and verbal communication.

- Experience of Board level reporting against objectives and/or data led reporting.
- Experience of working in the non-profit or community sector desirable.
- Capable of working under pressure and meeting tight deadlines
- Ability to work with others and part of a team

Skills:

- Strategic thinker with strong time management and the ability to manage multiple projects and priorities
- Excellent oral/written communication and interpersonal skills
- Excellent negotiation and presentation skills
- Proficient in powerpoint, excel/google sheets etc

Additional requirements / information

Eligible to work in the UK
Willingness to work flexibly to meet the needs of Home-Start Wandsworth including some evenings and/or weekends
Disclosure and Barring Services (DBS) clearance