

Everything you need to know about being our Grants Manager

You'll be responsible for leading on the sourcing, co-ordination and reporting of project information, impact and financial data in connection with our Trusts & Statutory fundraising programme.

You'll play a vital role in our ability to provide great stewardship for our existing Trusts & Statutory funders and allow the existing team to focus on new funding opportunities. The role will also deepen understanding of Trusts & Statutory requirements, and the development of internal processes that support long-term income growth through successful applications.

What you'll do

- Lead on managing the coordination of reporting requirements for the Trusts & Statutory Team
- Work with canvassers to create high quality impact reports, particularly for high value trust and statutory funders
- Lead on the creation of new templates and bespoke proposal and reporting content for our fundraising priorities
- Lead on working with staff across the charity to ensure that funded projects are monitored and evaluated in order to create reports which demonstrate the impact of the funders support
- Liaise with colleagues in research, community, external relations and finance to gather project information on funded projects to ensure grant conditions are continually met
- Lead on the review of any existing processes and creation of new collaborative approaches to trusts and statutory requirements, utilising best practice and technology solutions where appropriate.
- Keep up-to-date with the latest trends in Trusts and Statutory fundraising and reporting and ensure our approach remains relevant

What you'll bring

- Ability to work effectively with a range of internal and external people including, and experience influencing stakeholders. **(A & I)**
- Demonstrable expertise in the technical requirements of and current UK environment for trusts and statutory fundraising, in particular lottery distributors, central and devolved governments. **(A & I)**
- Ability to analyse, organise and present written and numerical reporting data, with excellent writing skills. **(I)**
- Proven leadership skills to successfully manage and motivate project teams to achieve shared goals. **(I)**
- Experience of operating collaboratively and productively in a digital workplace, including using a fundraising database and online funding research tools. **(A)**
- Experience and/or understanding of accounting/budgeting and financial management systems **(I)**
- Sympathy for and knowledge of Parkinson's, medical research, health, social care and disability issues. **(I)**

A bit more about the role

You'll report to the **Trusts and Statutory Lead**

Your contract will be **permanent**

You'll work **35 hours a week**.

This role is **hybrid** and your in person working depends on your team agreement, requirements of the role and led by activity based principles.

You'll be paid **£42,840 per year (Travel expenses to the UK office are not covered by the charity)**

You'll have no direct budget responsibility

Your main relationships will be with:

- **Fundraising and Experience Directorate, Major Gifts and Special Events Team, Community Fundraising, Commercial Partnerships, Events Team**
- **Directors and heads of service, Board of Trustees and Chair**
- **Research Directorate, Community Directorate, External Relations Directorate**
- **Statutory and Lottery funders, Statutory Commissioners**
- **Individual donors and supporters**
- **Partner charities**

Be part of the **Fundraising and Experience** directorate

How do we get Parkinson's understood? Through the work of our Fundraising and Experience team. Our bold and creative communications challenge stereotypes, keep Parkinson's in the public conversation and inspire people to take action.

We're a movement powered by people. We grow, engage and inspire communities, volunteers and supporters to rally behind our charity goals. We work to transform Parkinson's, together. We raise funds to enable our ambitious work.

The Fundraising and Experience team develops and delivers effective engagement activities - to support all areas of our strategy, maximise income and raise the profile of Parkinson's and the charity.

What we offer

We recognise that our greatest asset is our people! And our benefits reflect our commitment to nurturing a thriving and fulfilled workforce.

Our benefit package is designed with your well-being in mind. From reward, health and wellness initiatives, learning and development opportunities and a range of perks tailored to enhance your work-life balance.

To find out more about what we offer, follow this link

Our benefits, and what we offer can be found on our website:

<https://www.parkinsons.org.uk/about-us/benefits-working-us>

What we do and how we do it

Our vision • our ultimate aim

Together we will find the cure, and improve life for everybody affected by Parkinson's.

Our social mission • what we deliver

We're a people-powered movement. On the verge of major breakthroughs in Parkinson's. By uniting we will find a cure. Together, we will help people get the best care and will ensure everyone sees the real impact of Parkinson's.

Our values • the way we work

- **People-first:** We're a strong movement for change, informed, shaped and powered by people affected by Parkinson's. We value and support each other.
- **Uniting:** We're people with Parkinson's, scientists and supporters, fundraisers and families, carers and clinicians. We're working, side by side, to improve the lives of everyone affected by Parkinson's
- **Pioneering:** We innovate across everything we do. Creative, courageous and with pioneering spirit, we strive to continually improve.
- **Driven:** We live and breathe our purpose. We set clear goals and strive to deliver the greatest impact for people affected by Parkinson's.