



- Job Title:** Senior Trusts Officer – New Business Development
- Responsible to:** Head of Fundraising
- Job purpose:** To manage strategic direction of the Trusts and Foundations income stream through new business development and relationships with existing key funders
- Salary:** £36,827 rising to £40,988
- Hours:** Full-time; part-time will be considered (minimum 3 days/week)
- Location:** Fully remote; part of the organisation’s Core Team (access to London for meetings/events a plus but not required)
- Closing date:** Monday, 6 November 2023, 9 AM BST (GMT+1); applications will be reviewed and candidates shortlisted on a rolling basis, so early applications are encouraged
- Interview dates:** Monday, 13 November through Wednesday, 15 November, 2023 (and potentially earlier as arranged; *only shortlisted candidates will likely be contacted*)

Please send your application form to: personnel@healthpovertyaction.org

BACKGROUND

Health Poverty Action works for health and global justice in partnership with people who have been marginalised and pushed into poverty.

We work with communities to help them demand their right to health, and to challenge the power imbalances that deny them their health rights. Our distinct approach can be summarised as a combination of three areas:

- **We approach health as an issue of social justice**

Health is a human right that many are currently denied. The greatest causes of poor health worldwide are political, social and economic injustices. This is a global scandal which causes unnecessary suffering on a massive scale.

We tackle these complex root causes of social injustice in two ways. Firstly, we work in partnership with communities to help them take back the power to improve their own health. Secondly, we campaign on local, national and international levels to change policy and destroy unjust power relations.

- **We prioritise those missed out by others**

We believe in health for all, without exclusion. Development organisations tend to cluster together, which leaves large populations with almost no support at all. People may be living in hard-to-reach or conflict-affected areas or are difficult to support for some other reason. We make these most neglected populations our highest priority.

- **We address the full range of factors which impact on health.**

Health is a combination of physical, mental and social wellbeing. As well as strengthening health services we work on areas such as nutrition, water, sanitation, gender discrimination, and income generation. Tackling one cause of poor health in isolation can give the appearance of improving health in the short term, but tackling numerous factors together saves lives.

We are acutely aware of how our own power dynamics as an organisation impact on the people we work with, and we work in partnership with communities to create long-term relationships built on trust.

In 2017 we formed a strategic partnership with Find Your Feet (FYF), a small non-profit organisation that enables marginalised families in Asia, Africa and recently Latin America to build a future free from hunger, poverty and discrimination. The partnership ensures Find Your Feet's work will continue through consolidation of resources with Health Poverty Action.

In 2022 Health Poverty Action USA (HPA USA) was registered as a US-based non-profit organisation, to strengthen efforts to tackle health inequity worldwide. Though a distinct organisation, HPA USA works in strategic partnership with HPA to develop new partnerships to amplify and expand the work already in progress across 11 countries in Latin America, Africa, and Asia.

We are also proud to be one of the small number of organisations recognised as being structurally part of the global People's Health Movement. This quote from the founding document of this movement, the People's Health Charter, sums up the essence of Health Poverty Action's values and identity:

"Health is a social, economic and political issue and above all a fundamental human right. Inequality, poverty, exploitation, violence and injustice are at the root of ill-

health and the deaths of poor and marginalised people. Health for all means that powerful vested interests have to be challenged, and that political and economic priorities have to be drastically changed. This Charter encourages people to develop their own solutions, and to hold accountable local authorities, national governments, international organisations and corporations.”

JOB DESCRIPTION

Context of the role

This position offers a remarkable opportunity to invigorate a well-established trusts and foundations income stream and expand the impact of our work in solidarity with health care workers, activists, and communities globally to improve health and address the root causes of poverty and injustice.

One aspect of this expansion is reaching new trusts and foundations, in the United Kingdom, United States, Europe and in countries where our projects operate. Our strategic partnerships with Find Your Feet and, most recently, Health Poverty Action USA have opened additional avenues, and we're looking for someone who's eager to maximise these opportunities!

In this role, you will build upon your knowledge and experience fundraising with trusts and foundations and your natural ability to develop new connections, with prospective funders. While a junior major gifts officer will set you up for success with administrative and prospecting support, your direct or transferrable skills with new business development, especially across a wide range of geographic regions, will also give you an advantage!

While previous work with fundraising for international development would be a plus, this is also an opportunity to enter the sector and gain an understanding of a wide range of programmes and issues globally. Health Poverty Action currently operates across 11 countries in Asia, Africa and Latin America, on a wide range of factors that impact peoples' health, from reducing stigma and supporting peoples' mental health to ensuring indigenous people have access to culturally appropriate maternal and child health services. You will be communicating with our programme coordinators, in the UK and in country offices, to learn about, develop compelling cases for support for, and raise additional funding (and enthusiasm!) for the work. There are also opportunities to facilitate learning via international travel to visit our programmes.

This is the perfect role for someone with a successful track record with trusts and foundations fundraising (with five- and six-figure investments) as well as experience breaking into new funding arenas. Relationship building (and maintenance) and a willingness to take risks will make you a great candidate, and also really enjoy this position!

You will be joining a small, friendly, and dedicated fundraising team. As the senior of two people focusing on trusts and foundations, you will be able to lead the strategic

direction of the income stream, develop new funding opportunities, provide mentoring for the junior role, and grow into a management role with evidenced leadership and income generation.

Key responsibilities

The following summary is indicative of the current scope of the role. However, we recognise that the continually developing nature of our work means it is not possible to have fixed responsibilities, and we also wish to support personal development wherever possible.

Health Poverty Action therefore allows for responsibilities attached to posts to be continually reviewed and adjusted in consultation with the post holder, considering the developing needs of both the organisation and the individual.

1) Manage Strategic Direction

- Review the status of the trusts and foundations income stream and the current fundraising environment to create a strategy for income growth.
- Regularly monitor and review ongoing activity within the income stream to determine projection, direction and any necessary adaptation.
- Support junior officer position to maximise income from existing low- to mid-level funders, through cultivating relationships, multi-year and repeated grants, and by reactivating lapsed funders.

2) Explore New Opportunities

- Proactively identify, research, engage and cultivate prospective mid- to high-level funders utilising connections made through Trustees, staff and your own outreach to maximise relationship building. Determine 'ins' to new funders, especially those who prefer not to accept unsolicited applications.
- Work with colleagues across the organisation to leverage HPA's selling points, including its programmes and policy and campaigns work, as well as its strategic partnerships with FYF and HPA USA, to build strong and creative proposals.
- Develop integrated, cross-organisational, value-led partnerships to support HPA's work.

3) Represent HPA

- Act as a representative of HPA when required and communicate its work in a passionate and professional way.
- Actively work to enter new spaces and share the work and brand of HPA.

4) Support Relationships with Large Foundations

- Maintain relationships with existing high-level trusts and foundations, through executing high quality stewardship and cultivation. This includes initiating connections, facilitating meetings, preparing and submitting targeted applications and reports (with the support of the Programmes and Finance Teams).
- Work alongside the Programmes Team to meet matched funding requirements, as organisational priorities dictate.

PERSON SPECIFICATION

The following provides an indication of the qualities we believe will provide a good fit, but not all suitable applicants will have all of these. If you would love to do the job and believe you can demonstrate abilities that will enable you to succeed in the position, we would love to hear from you.

Ideal Criteria

Experience

- At least two years' experience in successfully raising funds from trusts and foundations, including portfolio and pipeline management.
- Capability to scope new trusts and foundations that are relevant and have a realistic potential for success.
- Experience excelling at new business development, where relationship building and taking a personal approach has been a focus.
- Managing and monitoring income and expenditure budgets, as well as delivering on agreed upon targets.
- Working in an International Non-Governmental Organisation and/or in International Development.

Skills / Knowledge

- Ability to think and plan strategically, both creatively and laterally.
- Writing accurate and compelling applications, proposals, and reports.
- Engaging, creative and effective communicator with excellent written and verbal communication skills.
- Strong knowledge of the trusts and foundations sector in the UK, US, EU, and/or in developing markets in Africa and Asia.
- A good understanding of fundraising principles.
- A degree level education and/or commensurate work and life experience.

Working Style

- Ability to engage, motivate and work in a team with people from diverse backgrounds and living in a range of locations and environments, who may work across varied time zones and communication styles.
- Well organised and reliable, with exceptional attention to detail and accuracy.
- Ability to handle pressure and tight timescales, meeting and monitoring deadlines and targets.
- Proactive and self-motivated, with ability to use own initiative.
- Can work flexibly, solve problems, enthusiastic to take on new tasks and adapt to rapidly changing demands and opportunities whilst retaining clear priorities and strategic focus.

Commitment

- Demonstrable passion and commitment to our values.
- Ability to inspire others to support our work.

EMPLOYEE BENEFITS

Salary

£36,827 rising to £40,988

Hours

Full-time preferred (35 hours per week); part-time fully considered (at least 3 days/week)

Health Poverty Action believes in supporting flexible working as much as is reasonable and possible, given each person's situation and needs of the position. Occasionally, some work in unsocial hours may be required, for which time off in lieu is available.

Holidays

25 days per year, rising to 28 days with service, plus the time between Christmas and New Year and eligible public holidays.

Pension

Staff are encouraged to join Health Poverty Action's pension scheme. Health Poverty Action will match your contributions up to a maximum of 5% of gross salary (and subject to a minimum contribution of 4%).

Location

This position is fully remote, which allows ample flexibility of geographic region, as long as you have reliable and consistent internet access. You will be part of Health Poverty Action's Core Team (formerly referred to as our 'Head Office Team' headquartered in London, but now our staff – and Trustees – more accurately reflect the diversity of geographic region as seen in our programmes). Some occasional London-based practicalities remain, which means that having proximity to occasionally attend meetings and/or events in person is a slight advantage for your connection with your colleagues, but this will not be a major deciding factor in recruitment.

At Health Poverty Action we celebrate diversity and promote equality and inclusion amongst our staff and partners globally. We encourage people from a variety of backgrounds, experiences and skill sets to join us and help shape what we do.

Thank you for considering working with Health Poverty Action.