

The Landworkers' Alliance – A grassroots union for farmers, growers and land-based workers

Website: [www.landworkersalliance.org.uk](http://www.landworkersalliance.org.uk) Facebook: @landworkersalliance



## **The Landworkers' Alliance – Fundraising Coordinator**

**Hours:** 3 days (24 hours) per week - to include Tuesdays and Fridays, third day flexible subject to agreement

**Duration:** Until December 2023, looking to extend subject to funding

**Location:** Working remotely with the capacity for some UK travel

**Remuneration:** £17,734 gross annual salary PAYE (£29,557 pro rata). With annual increase, subject to review. Statutory pension contribution and statutory holiday allowance

**Closing date for applications:** 11.59pm, Saturday 14th May

**Interview date:** Friday 20th May

**Start date:** Mid-June, or as soon as possible

**Website:** [landworkersalliance.org.uk](http://landworkersalliance.org.uk)

*\*The LWA has a pay parity policy and flat payment structure, with all workers paid at the same rate.*

### **About the Landworkers' Alliance**

The Landworkers' Alliance (LWA) is a union of farmers, growers, foresters and land-based workers operating across the UK. Our mission is to improve the livelihoods of our members and create a better food and land-use system for everyone. We have a vision of a future where producers can work with dignity to earn a decent living and everyone can access local, healthy and affordable food, fuel and fibre - a food and land-use system based on agroecology and food sovereignty that furthers social and environmental justice.

We are a dynamic and vibrant organisation that is in an exciting phase of growth. Over the coming years we aim to significantly increase our membership base and expand member support and services, scale-up our projects and programmes, significantly advance our positions in policy making, increase our self-generated income streams and develop our internal governance and organisational capability for this ambitious stage of development.

### **Mode of Working**

The LWA is a members' cooperative represented by a Coordinating Group of directors elected by those members at the Annual General Meeting. The Coordinating Group steers the strategic, financial, governance and political work of the organisation. The working mode in the LWA is relatively autonomous and the function of the staff in the LWA is to design, develop and deliver work plans and projects that include coming up with team

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objectives and targets and creating strategies to deliver work inline with the objectives, priorities and targets set by the LWA Coordinating Group and membership. In addition to specific job responsibilities of the role, staff may be required to participate in staff meetings, staff trainings, staff Strategy days, membership engagement events and the LWA Annual General Meeting.

The LWA does not have a centralised office and our staff work remotely but may be required to attend meetings that take place in various locations around the UK. Reasonable travel costs will be covered in addition to the salary. Candidates must have the skills and confidence to work remotely as part of a diverse team and demonstrate a proven capacity to self-manage and work autonomously.

We are committed to our [Equality and Diversity Statement](#) and we welcome and encourage applications from anyone interested in this role who feels they have the relevant experience and skills. We would like to particularly encourage those from under represented and marginalised groups to consider applying for this role.

The use of personal IT equipment is required for this role. If this poses a challenge for you we encourage you to get in touch (contact details below) as we do not wish this to be a barrier to applying.

### **Role overview and job description:**

This is a 24 hours per week role currently funded until December 2023 to lead on our fundraising and reporting work. You will have the opportunity to join a successful and growing organisation, with an ambitious vision and strong fundraising track record.

The role will collaborate with staff teams, the Finance Coordinator, Operations Team and the Coordinating Group to oversee and develop our fundraising strategy. This will include: managing existing funder relationships and developing new relationships with funders; leading on grant reporting and the delivery of quarterly updates and our Annual Report, and; supporting staff to raise funds. In particular the role will work closely with finance roles and staff with strategic fundraising responsibilities.

A significant portion of the LWA's income is from grants and projects with funders ranging from charitable trusts and foundations to UK Governments and the European Union. In our last financial year this income was around £1 million and accounted for approximately 65% of the LWAs turnover, with sales, services, membership fees and events accounting for the remaining amount.

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In the coming years we plan to increase income from both self generated sources and from grants and trusts, where we aim to build long term relationships to develop the LWA's strategic work and support both core-costs and projects. A central objective of this role will be to expand and diversify our fundraising database and relationships as we move towards this objective.

### **Specific responsibilities of this role will be:**

#### **Fundraising**

- Develop and coordinate our fundraising strategy - in close collaboration with the Finance Coordinator
- Maintain and develop funder relationships, in collaboration with other staff
- Write and/or oversee funding proposals and grant applications in collaboration with staff members and/or LWA members' working groups
- Identify, qualify and assess suitable funders through independent research
- Put together a database to cultivate new funder relationships and explore options for working with major donors
- Contribute to developing long term financial sustainability through both trust and major donor giving

#### **Reporting and oversight**

- Lead on grant reporting, claims and monitoring targets, supporting other staff where appropriate
- Work across the organisation to compile quarterly internal reports of activities
- Lead on putting together our annual report for distribution to funders, members, supporters and accessible to the wider public

### **Person Specification:**

We hope to appoint someone for this role who has the following skills and experiences:

- An experienced fundraiser with a strong background in project design and development
- A proven track record of raising funds from trusts, foundations and statutory funds, as well as relationship management with major donors
- A natural communicator and facilitator, able to develop compelling propositions grounded in our mission, vision and values
- A storyteller who understands the depth, importance and complexities of the issues



we work on and can communicate these in an inspiring way to a range of audiences

- An ability to manage complex work streams and maintain oversight of multiple deadlines, maintaining a strong attention to detail
- Strong organisational and financial skills, including a high level of competence with spreadsheets and experience of other financial management systems or willingness to learn
- Experience managing large and complex budgets - LWA's budget for the coming year is in the region of £1.5 million with over 30 projects and income streams
- A passion for working collaboratively with a large team of people, supporting them with the necessary information to help maximise their potential
- The ability to develop work plans, monitor progress, self manage, work autonomously where necessary and report on work done to the Coordinating Group.
- A passion and demonstrable commitment to movement led change to develop food sovereignty and agroecology

### **How to apply**

#### **Send (max) 3 pages written response or (max) 5 minutes audio / video**

1. What experiences do you think qualify you for this role, and what skills will you bring to this work?
2. Which part of this role do you think you would find the most challenging?
3. What is the largest and/or most complex grant you have been successful in applying for and managing?
4. What fundraising that you have been responsible for are you most proud of and why?

Please also attach a short CV (max 2 pages), this can be written, or an audio or video file, and the contact details of two people we can approach for references.

In addition please provide us with a short example (max 2 pages) that demonstrates your writing capabilities. This can be an extract or summary piece, for example: an excerpt from a funding application; part of a report to a donor; a section of an annual report.

Please send your application to [admin@landworkersalliance.org.uk](mailto:admin@landworkersalliance.org.uk) with 'Fundraising Coordinator' in the subject heading. In order to address any potential unconscious bias in our selection process we are committed to anonymising applications. Please provide your name and contact details in the main body of your application email only. *Please remove* your name and contact details from your CV, responses to questions and any other

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supporting documents.

If you have any questions, or would like to discuss any aspect of this role in advance of applying please contact Charlotte Steel - [charlotte.steel@landworkersalliance.org.uk](mailto:charlotte.steel@landworkersalliance.org.uk) and she will try her best to respond. Please email Charlotte well in advance of the closing date.