

## **Fundraising Officer (UK based)**

Location: Home based, UK (ideally within commutable distance to Swindon or Bristol)

Hours: Part time (16 hours per week)

Contract: Fixed term, maternity leave cover from September 2018 until April 2019

Reporting to: UK Country Manager

Salary: £26,500/year (FTE)

The individual will work to support SeeBeyondBorders' fundraising activity to help generate increased income and raise awareness, working closely with the UK Country Manager to implement the fundraising strategy.

The ideal candidate will have an interest in education and/or Cambodia and will have demonstrable experience in writing successful funding applications. The role is home-based and therefore we are looking for a motivated, conscientious, self-starter who is able to apply him/herself to tasks without a team around them. Regular phone calls and approximately one meeting per month with UK Country Manager will take place.

### Key responsibilities

- Develop proposals and grant submissions for funding opportunities, including narratives and supporting documentation
- Research trusts and foundations in the UK and overseas and develop funding applications
- Work closely with UK Country Manager to identify potential corporate partners and draft compelling proposals
- Support fundraising processes, with particular emphasis on recording all activity (research, applications, email exchanges) on Salesforce

### About SeeBeyondBorders

SeeBeyondBorders' mission is to provide the best possible start in early grade education through access to quality teaching and learning at school. This will support us to achieve our vision: to empower a generation of Cambodian children through education.

SeeBeyondBorders is a UNESCO-award winning organisation that provides in-service professional development and training to teachers and mentors; implements mentoring programmes; and develops professional communities of practice. The core of our approach is focused on improving learning, and it also includes improving school management, engaging community members in their children's education and focusing government policy and interventions on teacher quality.

### Applications

Please send your CV and a cover letter explaining your suitability for the role to [sarah.reynolds@seebeyondborders.org](mailto:sarah.reynolds@seebeyondborders.org)

Closing date Friday 10<sup>th</sup> August 2018.

---