Fundraising Manager Job Description

Introduction to Kintsugi Hope

Kintsugi Hope exists to equip and train the UK Church and partner organisations to engage in conversations around mental and emotional wellbeing, providing practical support and connection for people. Since launching in 2017, Kintsugi Hope has had a vision to see 'A world where mental and emotional wellbeing is understood and accepted, with safe and supportive communities for everyone to grow and flourish.'

Nearly a decade on, everything we do is shaped by three words:

Equip: We equip the Church to provide support and engage in conversations about mental and emotional wellbeing with its community.

Train: We train church leaders to understand and care for mental health with confidence, compassion, and the love of God.

Proclaim: We proclaim that Jesus and mental health can exist in the same conversation and there is hope for all.

Through our network of partner churches, we are seeing lives transformed. We have seen around 2000 individuals benefit from a wellbeing group in the last year, with 98% recommending attending a group.

As we grow, we are looking for a Fundraising Manager to help us equip more churches, train more leaders and share this message of hope more widely, by building a community of supporters who make this work possible.

Why join us?

This is a chance to shape individual giving at a growing charity, where every supporter brought in helps fund wellbeing groups in churches across the UK. You'll lead the growth of our Hope Givers programme, work closely with the CEO, and join a team that values authenticity, relationships, generosity and honesty.

Role Purpose:

The Fundraising Manager will grow Kintsugi Hope's donated income from individual supporters, with a particular focus on finding new supporters and growing regular giving through our Hope Givers programme. Working closely with the CEO and the Communications & Marketing Manager, they will plan and deliver fundraising campaigns, develop acquisition strategies for mass and mid-level donors, and co-write trust and foundation applications with the CEO.

A key outcome is growth in the number of regular donors and in income from individual giving, in line with the annual fundraising plan.

Job title:	Fundraising Manager
Responsible to:	CEO
Works closely with:	Communications & Marketing Manager, Support Services Coordinator, Wellbeing Groups Lead
Place of work:	Hybrid: minimum 2 days a week in Leeds, West Yorkshire, the rest from home, with UK travel to festivals, events and churches
Salary:	£33,000 - £35,000 (dependent on experience)
Contract:	Permanent
	37.5 hours a week (part time or job share would be considered)
Benefits:	25 days holiday plus Bank Holidays (pro rata for part time)
	Two personal retreat days per year
	Flexibility for working days/hours *(Tuesday 9:30am-12noon core hours)*
	Membership of Chartered Institute of Fundraising
	Entitlement to 3% pension following 3 months' probation period

Main Responsibilities

Supporter acquisition and regular giving (40% time)

- Develop and deliver a supporter acquisition plan to recruit new individual supporters and regular donors, in line with operational plan targets.
- Grow the Hope Givers programme, including recruitment, welcome and onboarding journeys, and retention (reducing attrition).
- Develop a mid-level donor programme: identify supporters with potential to give more and create meaningful ways for them to engage.
- Turn contacts made at festivals, events and churches into ongoing supporters through clear, timely follow-up.
- Maximise Gift Aid on all eligible donations.

Fundraising campaigns (40% time)

- Plan and deliver fundraising campaigns in partnership with the Communications & Marketing Manager, including Mental Health Awareness Week and Christmas.

- Write compelling appeals and supporter communications across print, email, social media and the website.
- Make sure supporters are thanked well and regularly hear about the difference their giving makes.

Trusts and foundations (5% time)

- Co-write trust and foundation applications with the CEO, including research, drafting and project budgets.
- Maintain the trusts pipeline and ensure grant reports are scheduled and sent on time.

Events and festivals (5% time)

- Support fundraising dinners by helping to build guest lists and following up guests afterwards. Logistics are led by the Support Services Coordinator.
- Represent Kintsugi Hope at festivals and events (e.g. Spring Harvest, New Wine), with a focus on recruiting new supporters.

Data, planning and compliance (5% time)

- Keep supporter records accurate and up to date on our database (Beacon), and use data to track and improve results.
- Contribute to the annual fundraising plan and budget, led by the CEO, and manage the budget for campaigns and acquisition activity.
- Report on progress against targets to the CEO.
- Ensure all fundraising complies with the Code of Fundraising Practice, data protection (UK GDPR) and HMRC Gift Aid requirements.

Supporting major donor work (5% time)

- Support the CEO, who leads major donor relationships, by preparing impact reports, briefings and stewardship materials.

Culture:

- Clearly live out and embrace the cultural values of Kintsugi Hope (Authenticity, Relationships, Generosity, Honesty).
- A heart and passion for our mission of hope and wellbeing.
- Sincere acceptance, understanding and practice of the Christian ethos and purpose of the Charity.

Other Responsibilities Include:

- Being willing to pray alongside staff and volunteers, and fully engage with our Christian ethos
- Championing the Hope Givers programme and other fundraising initiatives within your own networks
- Attending annual Kintsugi Hope staff retreats and conferences
- Completing all compulsory Kintsugi Hope training within given timescales

Measurable Outputs:

- Net growth in the number of Hope Givers and regular donors, against the annual target
- Number of new supporters recruited, including from festivals and events
- Regular donor retention rate
- Campaign income targets achieved (including Mental Health Awareness Week and Christmas)
- Trust applications submitted with the CEO, and funder reports sent on time
- Projects/tasks set by the CEO completed on time and to the expected standard

Person Specification

Essential

- Chartered Institute of Fundraising (CIOF) Certificate or Diploma in Fundraising, or demonstrable equivalent experience working within a professional fundraising environment.
- Proven experience in individual giving fundraising including regular giving and supporter acquisition
- Excellent written communication, including persuasive fundraising copy and clear funding applications
- Experience of planning and delivering multi-channel fundraising campaigns
- Confidence using a supporter database, Excel and data to track and improve results
- Experience of working in the Christian charitable sector, with the constraints and opportunities this presents
- Working knowledge of the Code of Fundraising Practice, UK GDPR and Gift Aid
- Warm and confident with people, including meeting supporters at events and festivals
- Excellent organisational skills, with the ability to manage multiple priorities, work to deadlines and work on own initiative while being a committed team player
- A hands-on, proactive attitude to tasks and projects

- GCSE Maths and English (or equivalent)
- Willingness to travel across the UK, including occasional weekends and residential festivals (e.g. Spring Harvest over Easter)

Desirable

- Experience of writing trust and foundation applications
- Experience of developing mid-level donor programmes
- Experience using the Beacon database
- Experience of working in a Christian environment, communicating with church leaders and congregations
- Confidence speaking about the charity to groups and churches
- A fundraising qualification (e.g. Chartered Institute of Fundraising Certificate in Fundraising)
- Personal or professional understanding of mental and emotional wellbeing, including lived experience

Safeguarding

All adults working in or on behalf of Kintsugi Hope have a responsibility to safeguard and promote the welfare of children and adults. This includes:

- A responsibility to ensure a safe environment in which Kintsugi Hope services can be delivered
- Identifying children and adults where there may be safeguarding concerns
- Following the Kintsugi Hope Safeguarding policy in addressing any concerns appropriately

All Kintsugi Hope employees and contractors are required to have a satisfactory DBS check and be compliant with the Kintsugi Hope Safeguarding and Code of Conduct policy.

How to apply

Please send CV and covering letter to ellie.gage@kintsugihope.com by **11 December 2026**. Interviews will be held on **19 January 2027**. For an informal chat about the role, contact Ellie Gage.

If you need any adjustments to the application or interview process, please let us know when you send your covering letter.

Last reviewed: November 2026