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An exciting opportunity has arisen to work with Water for Kids to help bring clean water and sanitation to communities in Zambia and Uganda. We're looking for a part-time fundraiser/publicity contractor to work with us in the UK. This is a flexible role that is mostly remote working although there will be regular meetings and events in England to attend. Please send a CV and a letter outlining how your skills and experience match the job description and why you're interested in the role, to [administrator@waterforkids.org](mailto:administrator@waterforkids.org) If you would like to chat with one of the trustees about the role please email Sara Emanuel, chair of the trustees, [sjemanuel21@gmail.com](mailto:sjemanuel21@gmail.com) to arrange a time.

## Job Description

### Part Time Self-Employed Fundraiser

- Rolling 12 month contract
- Remote working

[Water for Kids](http://www.waterforkids.org) is a small UK based charity working mainly in Zambia and Uganda. The charity's mission is to improve the health and wellbeing of children and communities in low income countries through the provision of safe water, good sanitation and other related public health measures where current provision is absent or inadequate.

Water for Kids has just celebrated its 25th anniversary and in that time it has transformed the lives of over 390,000 people. We have provided water, sanitation and hygiene education to 154 communities in nine countries.

The board consists of 8 UK based trustees, and aside from the fundraiser there are no paid staff in the UK. All of our projects are managed by environmental health professionals (EHPs) in-country who involve local EHPs to carry out hygiene promotion and support communities in maintaining the water supply after the project has finished.

We are looking for a committed fundraiser to help raise funds to support this work.

### Person Specification

You will be a self-starter used to working on your own initiative. You will work in an open and collaborative way with trustees, funders, corporate supporters and the teams abroad. You will have experience of the following - marketing, fundraising, managing social media and managing sponsor relationships. You will be passionate about the work that Water for Kids does and be imaginative in developing ways of raising funds.

## Ways of Working

You will work from home but attend at least 6 trustees meetings a year which will be a mix of face to face at weekends and virtual. You will have regular contact with at least one trustee overseeing fundraising. You will have complete flexibility in how you organise your work as long as you meet any deadlines, and are available for key events. We are a small agile organisation working in a flexible way.

## Pay

You will be a self-employed consultant and the role is flexible as long as you fulfil the terms of the contract. We will pay an annual fee of £7,000 (paid monthly) and there will be 10% commission on new funds once they're received into the bank.

## The Role

- To increase income, especially regular income from corporate supporters and trusts.
- To fulfil the recommendations in our Fundraising Strategy which will be rewritten on appointment to this job and reviewed annually thereafter.
- Explore new technological fundraising initiatives. Explore ways to incentivise giving.
- Recruit new corporate supporters. Continue to produce case studies/information packs for corporate supporters. Draft a plan for identifying and approaching prospective corporate supporters during the year.
- Maintain a relationship with corporate supporters with regular and timely contact. Initiate contact with current corporate supporters and visit at least two annually. Attend fundraising events and network with possible supporters.
- Keep abreast of relevant grant awarding bodies and trusts which fund the type of work done by Water for Kids and make 2-4 applications to new grant awarding bodies each year. Write reports as required following successful grants emphasising outcomes.
- Look for new sources of income.
- Ensure timely and regular communication with individual donors, including thanking people doing sponsored events. Develop and launch campaigns aimed at individual donors. Create materials for fundraising campaigns and events, to possibly include videos, posters and pamphlets
- Update social media (Facebook, Instagram etc) on a regular basis. Coordinate the production of a quarterly online Newsplash, including curating, designing and sending (currently via MailChimp).
- Provide high quality supporter care including updating the supporters, sponsors, and partners database.