



0114 698 1060 **Phone**
enquiries@meshccs.org.uk **Email**
meshccs.org.uk **Web**

Fundraising & Grants Associate

Location: Successful applicant will be expected to work from MESH's Office in Scotia Works (Leadmill Road, Sheffield, S1 4SE) 1 day a week

Accountable to: Board of Trustees

Report to: Nominated trustee

Hours: 2 days per week (14 hours – flexible)

Salary: pro rata of £25,000 - £27,000 per annum

Contract: Fixed, with opportunity for progression

MESH is seeking a motivated and ambitious Fundraising and Grants Associate to join our team. The Fundraising and Grants Associate will contribute to developing and implementing MESH's fundraising and grants strategy and support the management of relationships with funding partners and donors. This is an exciting opportunity to make a significant impact and contribute to the growth and success of MESH, while gaining new skills.

You will be given opportunities to develop your skills, including a generous training programme, to support progression within the organisation.

As a charity dedicated to improving local lives and communities in South Yorkshire through mediation and conflict resolution, MESH relies on fundraising and grants to support our charitable objectives.

Conflict is inevitable. MESH is here to help.

Charity No. 1003232

Benefits

- £1,000 training budget
- 25 working days annual leave per annum (pro rata) plus public holidays
- 8% pension contribution

Key Responsibilities

- To develop and implement MESH's fundraising and grants strategy
- To support the management of relationships with potential and existing funding partners and donors
- To manage funding contract strategy
- To work collaboratively with the MESH Board of Trustees on identifying and reviewing strategy

Key Activities

- In collaboration with the trustee board, develop and manage the fundraising and grant pipelines to support MESH's charitable objectives
- Develop and manage relationships with funders and donors
- Represent MESH at networking events and build relationships with relevant organisations, stakeholders and potential donors
- Manage grant and contract tendering applications, including agreeing work contracts, deliverables and schedules
- Maintain relationships with project partners
- Deliver updates and share reports with funding partners and the MESH Board of Trustees

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- Work with the MESH Treasurer and MESH Case Manager to contribute to financial forecasting

Person specification

The person appointed will demonstrate the following:

Essential

- Minimum 1 year experience working in a fundraising or grants role
- Experience of writing contract or fundraising bids
- Experience developing donor relationships

Desirable

- Experience working in the charitable sector
- Experience working with funding bodies or the public sector
- Experience of designing and running social media campaigns

About MESH

MESH is a charity dedicated to improving local lives and communities through mediation and conflict resolution. Our mission is to lead people through conflict to resolution, and to impart skills to avoid conflict in future, giving us all the best chance of health, happiness and progress.

Our small team of outstanding mediators guide people out of family and relationship disputes, conflict in the workplace, or with neighbours and even across whole communities. MESH is also a recognised centre of excellence in mediator training. This includes training volunteers and frontline service providers in neighbour mediation skills and practices, giving them the skills to negotiate, deal with difficult people and situations.

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We work with a range of partners, including local councils in South Yorkshire, charitable organisations, and schools. Learn more on [our website](#).

Application Process

The closing date for applications is 5:00 PM on 1 June 2023.

To apply, please send a CV and supporting statement outlining how your skills and experience demonstrate your ability to carry out the key tasks outlined above to opportunities@meshccs.org.uk.

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