



African Rainbow Family

Funding & Fundraising Officer

Position Details

Position:	African Rainbow Family Funding & Fundraising Officer
Salary:	£10,192 actual (£21,840 FTE)
Hours:	17.5 hours per week (Wednesday to Friday times to be agreed)
Appointment:	1 year fixed term contract with possibility of extension depending on funding availability
Pension:	NEST pension scheme
Reporting to:	ARF Support Services Manager and ARF Trustees
Location:	Manchester with some travel including to partner meetings

Job Description

Post Summary

We are looking for a Part Time Funding Officer working 17.5 hours a week, to join our small and dynamic team. The post holder will lead on building our grant income from trusts, foundations and relevant pots of funding, using their strong fundraising and communication skills to ensure that our team have the resources they need to make a difference in the lives of LGBT+ refugees and people seeking asylum. You will join a friendly team and working with our Media and Fundraising Volunteer and Support Services Manager.

The core of this role:

- Work with our team and Media and Fundraising Volunteer to identify funding priorities.
- Build relationships with new and existing funders.
- Write and coordinate applications for funds.
- Ensure grants are managed effectively and reporting to funders is on point.

The effects of Covid-19 worldwide, especially on people seeking asylum with no recourse to public funding (NRPF) and/or not allowed to work have meant that African

Rainbow Family ensures that our beneficiaries are kept safe and seek for more funding to achieve this. The demand on our services is very high and calls for more streams of funding. The post holder will seize this momentum and build new and long lasting relationships with funders. The post holder will work closely with senior staff to help build our small but promising grant portfolio into a stable income stream from multiple sources. You will have strong administration skills, be organised, proactive, confident, and have a track record of securing grants. If this sounds like a challenge you would relish, we want to hear from you.

Get to know us...

African Rainbow Family (ARF) is a small registered Charity (No. 1185902) which has been supporting LGBT+ refugees and those seeking asylum through the asylum and immigration process and campaigning for their rights since 2014. This includes people of African heritage, the wider Black Asian Minority Ethnic groups and anyone that identifies as an LGBT+ refugee and/or seeking asylum.

We provide peer support, advocacy, advice, information and counselling.

ARF was established in 2014 by a lesbian in the wake of some Commonwealth countries in Africa's toxic and draconian anti-gay laws; persecutions and environment which seek to criminalise LGBTIQs for the preference of whom they choose to love. ARF provides:

- Support For LGBTIQ Refugees and People Seeking Asylum
- Support communities who face constant harassment, hate crimes and discrimination heaped on them by an ignorant society because of their sexuality or sexual preferences and or gender identity.
- Campaigning For Global LGBTIQ Equality.

Our main office is in Manchester with 4 centres in Leeds, Birmingham, London and Cardiff. We are also recruiting for a Support Services Manager as the current Support Services Manager will be leaving for another job at the end of the month. Currently, ARF's staff and volunteers are working from home due to Covid-19. A mix of working at home and/or the office is likely for the foreseeable future. When face-to-face service delivery resumes, there would be a need for commitment for time in the office. This can be arranged. **We therefore welcome applicants from across the UK.**

Benefits include:

- 23 days pro rata annual leave including Bank Holidays
- Equipment to support remote working.
- Flexible working policy.
- Pension scheme.
- Development and growth opportunities.
- Flexibility around other commitments for part-time staff.

Attachments

- Job description and person specifications
- Application and equal opportunity forms

- Policy on the Recruitment of Ex-Offenders

HOW TO APPLY: Please read the job description and person specification. Email your completed application form and optional monitoring form to info@africanrainbowfamily.org. The successful applicant will be required to undergo an enhanced DBS check and to disclose all non-protected criminal records at the point of conditional job offer.