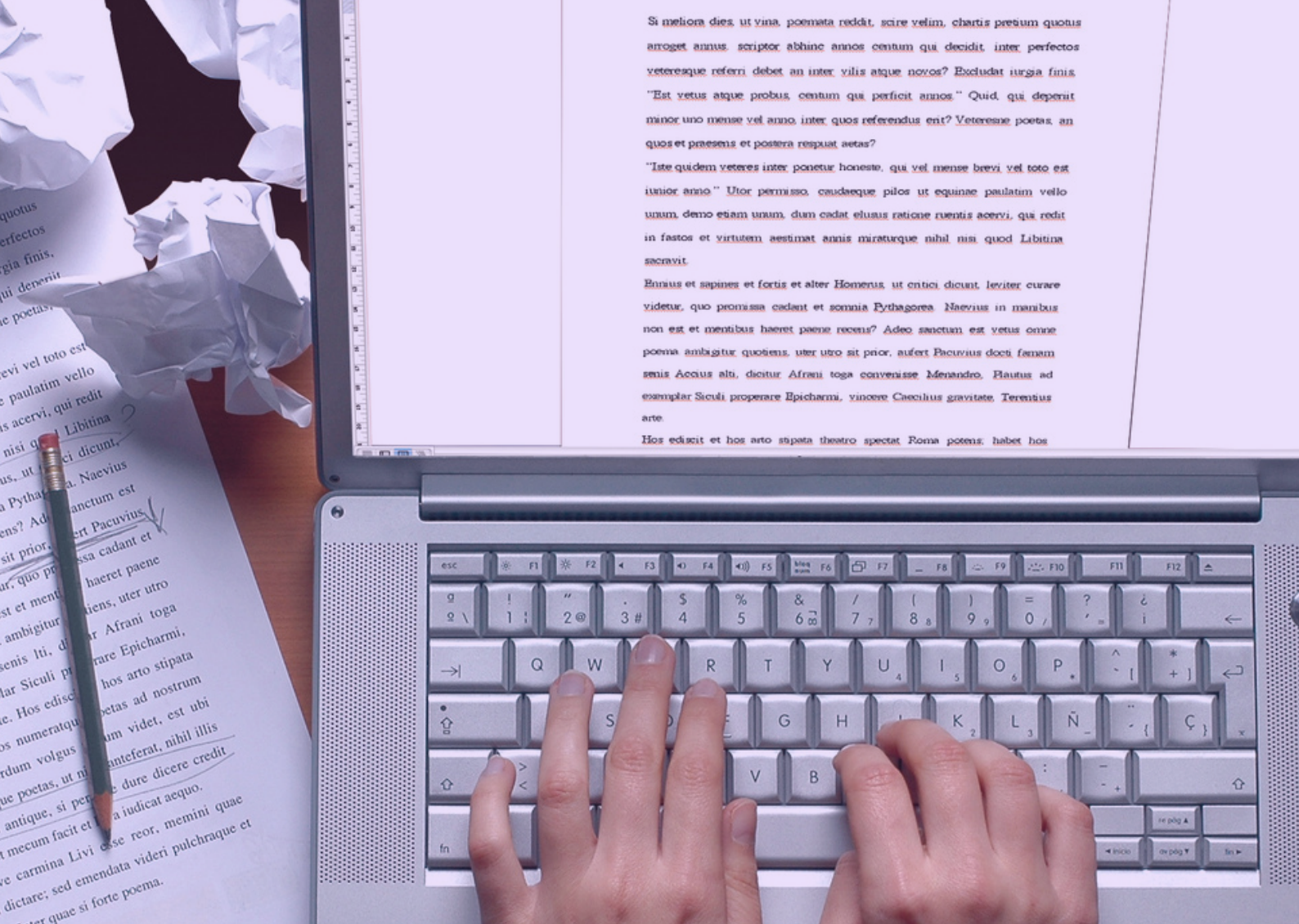




TRUST & FOUNDATIONS FUNDRAISER (FREELANCE CONSULTANT

Job Description



Walney Extension
Community Fund



AN INTRODUCTION TO BIRCHALL

The Birchall Trust empowers people affected by rape and sexual abuse to recover from their trauma so they can lead safe and fulfilling lives irrespective of gender identity, sexuality, ethnicity, culture, or religion.

We believe that we should live in a society that is free of rape, sexual abuse, and sexualised violence and through a trauma informed approach we....

- Realise the potentially damaging consequences of traumatic experiences and the opportunities that exist for healing through safe relationships.
- Recognise the signs of trauma, and seek to address the underlying causes
- Respond with empathy, integrating the knowledge of trauma into our policies and practice.
- Resist retraumatising people and aim to deescalate the deep anxiety that adversity can cause.
- Assisting people to recover from their trauma, by enabling them to live in the present without being overwhelmed by the thoughts and feelings of the past.

OUR CORE TRAUMA INFORMED VALUES

Our values align to the core trauma informed principles around:

Safety	Creating physically and emotionally safe environments where children, young people and families feel respected, heard and supported.
Trust	Building trusted relationships through integrity, authenticity and consistency.
Choice	Ensuring children, young people and families have a voice in decisions affecting them and their therapeutic journey.
Collaboration	Working in partnership with children, families and professionals to achieve the best possible outcomes.
Empowerment	Supporting children, young people and families to build on their strengths, develop resilience and achieve meaningful change.

JOB DESCRIPTION

Job Title:	Self Employed Consultant/ Freelance Contract
Accountable to	Chief Executive Officer
Base:	Remote
Salary:	£400 per day
Hours:	2 days per week (maximum 26 days)
Contract Length:	Initial 3 month contract

ABOUT THE ROLE

This is a hands-on, strategic fundraising role for an experienced professional who can combine excellent bid-writing skills with strong prospect research, compelling case-making and an ability to identify opportunities in an increasingly competitive funding environment.

The successful consultant will build upon The Birchall Trust's existing Case for Support, funding materials and impact evidence to develop high-quality applications that demonstrate need, impact and value for money.

Working closely with the Chief Executive Officer and wider team, the consultant will utilise existing organisational data, service user feedback, case studies, impact reporting and local intelligence to strengthen funding applications and improve the organisation's overall fundraising proposition.

Whilst the initial contract is time limited, the focus is not solely on immediate applications.

The successful consultant will be expected to identify and prepare future opportunities that support the organisation's longer-term fundraising ambitions, including major funding rounds expected to open during 2027 and beyond.

There may be scope for additional consultancy work beyond the initial contract period, subject to organisational need, the quality of work delivered, achievement of agreed outputs and the development of a strong future funding pipeline.

MORE ABOUT THE ROLE

Purpose of the Role

To increase income from trusts and foundations by:

- Identifying and researching suitable funding opportunities.
- Building a robust and prioritised funding pipeline.
- Producing high-quality grant applications.
- Strengthening the use of organisational evidence and impact data within funding bids.
- Positioning The Birchall Trust for future funding opportunities opening during 2027 and beyond.

Competing in a Crowded Funding Environment

Trusts and foundations are receiving increasing numbers of applications whilst many funding programmes remain heavily oversubscribed. The consultant will need to identify opportunities where The Birchall Trust's specialist expertise, impact and reputation provide a competitive advantage.

Demonstrating Local Need and Relevance.

Funders increasingly require evidence of local need, organisational credibility and measurable impact. The consultant will be expected to utilise and strengthen existing evidence drawn from:

- Service user feedback and lived experience.
- Organisational outcome and impact data.
- Local demographic information and statistics.
- Health, safeguarding and criminal justice evidence.
- Commissioner priorities and sector intelligence.
- Community and stakeholder feedback.

The organisation will provide access to existing reports, data, case studies and supporting materials. The consultant will be expected to identify any gaps and synthesise available evidence into compelling funding narratives.

Strengthening Impact Narratives

The consultant will help refine and strengthen the organisation's funding proposition by ensuring applications clearly demonstrate need, outcomes, impact and sustainability.

Building a Sustainable Funding Pipeline

Alongside immediate opportunities, the consultant will identify future prospects and undertake preparatory work to ensure The Birchall Trust is well-positioned for opportunities opening during 2027 and beyond. Examples may include future rounds of BBC Children in Need and other major trusts and foundations where early preparation can improve competitiveness.

Working Relationships

The consultant will work closely with the Chief Executive Officer, who will provide strategic direction, access to organisational information and support with fundraising priorities.

The postholder will collaborate with members of the wider team to gather operational insight, service information, funding intelligence, case studies, outcome data and evidence of impact that can strengthen funding applications and proposals.

The successful consultant will be expected to build positive and productive working relationships whilst operating independently and maintaining momentum against agreed objectives.

Key Responsibilities

Funding Research and Pipeline Development

- Research and identify suitable trusts and foundation funders aligned with organisational priorities.
- Develop and maintain a comprehensive funding pipeline covering opportunities across the next 12-18 months.
- Assess opportunities against eligibility, strategic fit, competitiveness and potential return on investment.
- Make clear recommendations regarding priority opportunities for development and submission.

Evidence and Case Development

- Review and strengthen existing fundraising materials and organisational Case for Support.
- Identify gaps in funding narratives and supporting evidence.
- Utilise existing organisational data, service user feedback, outcome reports and community intelligence to strengthen applications.
- Ensure applications clearly demonstrate need, impact and organisational effectiveness.

Bid Writing and Submission

- Prepare high-quality, tailored applications that meet funder requirements.
- Produce supporting narratives, project descriptions, outcomes frameworks and budgets where required.
- Coordinate submission of applications and associated documentation.
- Ensure applications are completed to a high professional standard and submitted within agreed timescales.

Relationship Development

- Build positive relationships with trust and foundation funders.
- Undertake preliminary engagement and eligibility discussions where appropriate.
- Monitor emerging funding opportunities and developments within the trusts and foundations sector.

Future Funding Readiness

- Identify significant opportunities expected to open after the consultancy period.
- Produce outline concepts and preparatory materials where appropriate.
- Develop a prioritised schedule of future funding opportunities.
- Leave the organisation in a strong position to submit competitive applications during 2027.

Deliverables and Performance Expectations

By the end of the contract, the consultant will be expected to deliver:

Immediate Funding Activity

- A qualified pipeline of at least 25-30 suitable trust and foundation prospects.
- Submission of a minimum of 8 completed applications, with an aspirational target of 10-12.
- Applications with a combined value target of approximately £200,000-£300,000.

Strategic Development

- Enhanced funder-facing Case for Support materials and funding narratives.
- Strengthened use of organisational evidence, impact data and service user voice within applications.
- A prospect calendar covering key opportunities across the following 12-18 months.
- Identification and preliminary development of at least 5-10 future funding opportunities that may not yet be open for applications.

Handover

- A comprehensive funding pipeline document.
- A prioritised action plan for future trusts and foundations fundraising activity.
- Written recommendations for funding opportunities anticipated during 2027 and beyond.

ABOUT YOU

As a self-employed consultant, the postholder will be expected to work independently whilst maintaining regular communication with the Chief Executive Officer.

The consultant will maintain a simple activity log and provide a concise fortnightly summary outlining activity undertaken, prospects researched, opportunities identified, applications progressed, submissions completed and planned next steps.

This approach is intended to provide visibility of progress, facilitate effective contract management and ensure activity remains aligned with agreed objectives and deliverables.

The consultancy arrangement is outcomes focused; however, payment for consultancy days will be supported by evidence of activity undertaken and demonstrable progress against agreed objectives.

The emphasis throughout the contract will be on achieving high-quality outputs, strengthening future fundraising capacity, developing a sustainable funding pipeline and maximising return on investment for The Birchall Trust.

PERSON SPECIFICATION

Essential

- Proven track record of securing grant funding from trusts and foundations.
- Excellent bid-writing, research and communication skills.
- At least three years' experience in trusts and foundations fundraising.
- Experience developing compelling funding narratives using evidence, outcomes and beneficiary voice.
- Strong understanding of impact reporting and outcome measurement.
- Ability to work independently and manage multiple priorities within agreed timescales.
- Experience developing strategic funding pipelines and prospect plans.

Desirable

- Experience securing funding within the violence against women and girls, trauma, counselling, safeguarding, mental health or victim support sectors.
- Knowledge of major UK charitable trust and foundation funders.
- Understanding of the challenges facing specialist sexual violence support services.
- Experience working with charities operating in complex and competitive funding environments.

Birchall in Numbers

WHAT WE'VE ACHIEVED

2023-24

2022 people accessed advice and information at our community events.

310 children accessed our schools programme work.



1490 individuals contacted our services for information, advice, support and counselling.

190 people received wellbeing support



371 People received adult counselling.

44 children access play therapy.

“

To the future people who walk through the doors of the Birchall Trust I would like to say well done, because like me you may well be doing the best thing of your life, because I finally found my self worth and an overwhelming feeling of finally wanting to live.
Previous Client

”

WHY BIRCHALL?

Being a part of team Birchall is a rewarding and exciting experience. With full time and freelance team members across Cumbria, North Lancs, East Lancs, and the Fylde Coast, With numerous volunteers and people with lived experience, you'll join a strong team dedicated to supporting people affected by rape and sexual abuse.

Each year we campaign, fundraise and offer educational programmes as well as wellbeing services and group work activity sessions.

Our Volunteers:

We've been incredibly lucky to have some amazing people raise both money and awareness for Birchall this year. From walking the With Her Lancaster Half Marathon (13.1 miles) to joining us for the Keswick to Barrow Walk – we want to say a huge thank you to everyone who has supported us in helping people affected by rape and sexual abuse this year.

What we offer:

We recognise that each person using our services is an expert on their own emotional process and we aim to create an environment where people can develop trust in their own intuition and safety in a space where they can begin to explore their feelings and thoughts about their experience.

Our framework consists of 3 stages:



1. Stabilisation & Understanding

2. Processing & Acceptance

3. Integration & Engagement

Counselling

Education & Training

Wellbeing

Peer Support

“

“I can now understand why I feel and behave the way I do. I have learned grounding techniques which are invaluable. The relationship between my counsellor and I has been priceless. Thank you for giving me my life back.”

Previous Client

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USEFUL LINKS



[@thebirchalltrust](#)



[@TheBirchallTrust](#)



[The Birchall Trust](#)



[www.birchalltrust.org.uk](#)



[www.birchalltrust.org.uk](#)

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