Redbourn Community Group
Charity No 297955

Trustee Role Profile: Fundraising and Grant Generation

Role	Trustee
Summary of Role	The Fundraising and Grant Generation Trustee will provide strategic leadership, advice and oversight to help the charity develop sustainable income and maximise opportunities for grant funding. Working alongside the Chair, fellow trustees, staff and volunteers, the postholder will use their knowledge and experience of fundraising, grant applications, trusts and foundations, corporate partnerships and other income-generation opportunities to support the charity's financial sustainability and achievement of its charitable objectives.
Key responsibilities	In addition to the general trustee duties set out in the Trustee Role Profile, the Fundraising and Grant Generation role includes the following key responsibilities: • Take the lead on developing and implementing the charity's income-generation strategy. • Identifying and pursuing sources of income. • Identifying suitable trusts, foundations and grant-making bodies. • Preparing, submitting and monitoring high quality grant applications. • Maintaining existing relationships with funders.
Specific skills	• Must be at least 18 years of age and properly appointed following the procedures and any restrictions in the charity's governing document • IT skills such as Outlook and Office packages essential And require the following specific skills: • Experience of successful grant fundraising within the charity or voluntary sector, or closely related experience. • A good understanding of trusts and foundations and the grant application process.
Capabilities	• Excellent listening skills • Good independent judgement

	• Able to understand and communicate effectively with a wide range of people and organisations • Able to lead a project or part of the work of the RCG seeking agreement and support from other trustees and members as required • Able to make decisions and recommendations that take forward the work of RCG • Ability to work as part of a team • Ability to lead and adapt to change, showing flexibility in thinking and approach when required • Understanding of confidentiality • Empathy, patience, sensitivity, and integrity • Understanding of the local community and the services available from the Community Group • Understanding of the vision, mission, strategy, values and action plan for the charity