brainstrust
the brain cancer people

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www.brainstrust.org.uk
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Trusts and Foundations Fundraising Manager

Location: Leeds office, hybrid or remote working depending on preference and experience

Salary: £32-38k per annum, dependent on experience, pro rata to hours worked
Contract Type: Part time 3 days/week, negotiable, permanent. We would also consider engaging with the right candidate on a contract, or freelance basis.

Reports to: Chief Executive

About *brainstrust*

brainstrust is the charity dedicated to helping people with brain tumours and their families. We provide comprehensive support services, information, and assistance to enhance the quality of life for those affected by brain tumours. With our PRIME service we also enable patients to have a voice in research. Our work is backed by a thriving portfolio of funders, and we are seeking a talented Trusts and Foundations Fundraising Manager to join our passionate team.

Role Profile

Purpose:

As the Trusts and Foundations Fundraising Manager, you will play a pivotal role in securing funding from trusts, foundations, and on occasion, corporate and statutory sources to support *brainstrust's* vital work. You will be responsible for managing and growing our portfolio of funders, ensuring excellent stewardship, and identifying new funding opportunities.

Responsibilities:

Strategic: Following a successful period of grant fundraising, you will pick up, develop and implement a strategy to maximise income from trusts and foundations.

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Regional office:
C19–C21, Joseph's Well
Hanover Walk, Leeds LS3 1AB

brainstrust is a registered charitable trust. Registered with the Charity Commission for England and Wales as Charity No. 1114634. Registered with the Office of the Scottish Charity Regulator as Charity No. SC044642.

Writing: Craft compelling funding proposals and reports tailored to the requirements of funders, with a mix of bids to include support for our new work (projects and programmes) and our core costs. Your work will be support by robust impact data and feedback from our beneficiaries.

Management: Manage and expand a diverse portfolio of existing and potential funders, ensuring timely applications, reports and renewals.

Stewardship: Maintain strong relationships with funders through regular updates, acknowledgements, and detailed impact reports.

Prospect Research: Conduct thorough research to identify new funding prospects and opportunities.

Collaboration: Work closely with project leads and other stakeholders to align funding opportunities with organisational needs.

Reporting and Analysis: Monitor and report on fundraising performance, providing insights and recommendations for improvement.

Compliance: Ensure your fundraising activities comply with relevant regulations and ethical standards.

About you

You will have a demonstrable experience in trusts and foundations fundraising with a proven track record of managing a wide range of funders. You will be proud of the strength of your proposal and report writing skills and will have a strong ability to convey complex information clearly and persuasively in writing.

You will be able to demonstrate your research skills to identify new funding opportunities, and also show your proven ability to manage and cultivate relationships with funders.

Strong project management and organisational skills are a given, and you will be proficient in using CRM systems for fundraising purposes – recognising the value this brings to our work.

We are looking for someone who is bursting with initiative, highly motivated, proactive, and goal-oriented.

You will have exceptional communication and interpersonal skills meaning that you can work independently and as part of a team. Attention to detail and the ability to manage multiple tasks simultaneously are also important attributes.

It would be of benefit to your application if you can demonstrate relevant knowledge of the healthcare or brain tumour charity sector.

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Apply today

To apply, please send your CV and a covering letter detailing your suitability for the role to join.us@brainstrust.org.uk by 00:00 29th November 2026. Please ensure your application demonstrates how your experience and skills match the person specification outlined above.

As an inclusive organisation committed to equal opportunities, we recognise the need for greater diversity in the charity sector, so we welcome and encourage candidates from a diverse range of backgrounds to apply for this role.

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