



JOB DESCRIPTION

Job Title	Funding Development Manager
Salary	£26,260 - £30,298 per annum. Please note that appointments are usually made with a salary offer starting at the lower end of the scale
Responsible to	Strategic Director
Key External Partners	VCS Infrastructure Organisations; VCSE groups; local authorities

Purpose

The Funding Development Manager will have responsibility for:

1. bringing additional funding for physical activity and related activities into Rise and the wider Northumberland and Tyne & Wear system through:
 - o Sourcing funding for physical activity-related work based on insight and an understanding of priorities and identified local need, on behalf of Rise and our partnerships; and
 - o Advising, supporting and developing partners within the system, with a focus on our priority areas/groups, to understand where the opportunities for funding are and building their capacity and capability to be able to access such opportunities; and
2. enabling Rise to diversify our income sources in order to contribute to our longer-term sustainability and therefore our ability to deliver on our purpose.

Key Themes & Responsibilities

1. Support our Senior Management Team and five workstream teams to help identify and access potential sources of funding to meet the needs of Rise's ten-year strategy, Rise Together, alongside the shorter-term strategic Implementation Plans.
2. Where appropriate, lead on the development and writing of region-wide / system-wide funding or contract applications, as well as advocating for investment into physical activity locally, regionally and across the system.
3. Lead on the development and implementation of an offer for funding advice and support related to physical activity for partners and stakeholders in our priority areas/groups.
4. Understand the new strategic context (nationally and locally) and support partners and localities to develop their understanding of funding for physical activity,

including liaising with the local VCS infrastructure organisations to enhance their knowledge and understanding.

5. Working closely with relevant Strategic Leads within the team, coordinate the processes and procedures for any distribution of funding across the region which is channelled through Rise.
6. Working closely with the Research, Insight and Communications team, identify appropriate support materials and insight required for accessing funding.
7. Keep up to date with funding opportunities, and be proactive in identifying, and promoting these as appropriate within the organisation and across the wider system.
8. Monitor the success and allocation of various funding streams, particularly in terms of applications we have had input into, and review, evaluate and amend our advice and offer/service accordingly.
9. Prepare progress reports, correspondence, financial analysis etc as appropriate and present the same to the Rise leadership team and external partners as required.
10. Provide advice and guidance to inform business planning and future strategy for funding support, based on local knowledge, insight and performance data.
11. Attend training and development opportunities relevant to the post and/or self-development objectives.
12. Any other duties as required, commensurate with the grade and remuneration of the post.

Number of Reports

Direct Reports: 0

Indirect Reports: 0

Practical Requirements

The post holder must:

- Be values driven and display the utmost integrity and transparency.
- Work with high energy and be motivated to succeed.
- Be a leading advocate for the benefits that physical activity and sport can play in developing communities and individuals.
- Ensure compliance with the Charity's internal procedures and all legal requirements.

Last updated: May 2021

Date of next review: May 2022