



# JOB PACK



#WeAreFoodCycle

[www.foodcycle.org.uk](http://www.foodcycle.org.uk)

FoodCycle is an equal opportunities employer.

# ABOUT FOODCYCLE

FoodCycle is an award-winning national charity delivering volunteer powered community Projects across England. We build communities in our Projects by combining surplus food, volunteers and spare kitchen space to create nutritious, three-course meals for the community. We usually have 42 Projects and open our doors every week to 1,500 who are at risk of hunger and loneliness but, owing to the Coronavirus crisis, all our community meals are currently on pause.

Due to the recent Coronavirus outbreak we have had to adapt our service and we're currently delivering 2,500 food parcels each week, supporting over 6,500 people, as well as offering a check-in and chat phone call service. We will return to our community meals as soon as we are able to.

## WE HAVE FOUR AIMS

- To strengthen communities
- To encourage friendships
- To improve nutrition and reduce hunger
- To change attitudes towards food and to reduce food waste

## WHY WE'RE NEEDED

### **Food poverty continues to rise...**

Figures from the Institute for Fiscal Studies in 2018 suggest that a fifth of the UK's population live in poverty with 1.5 million being unable to afford essentials. FoodCycle guests agree, with 93% saying that the cost of living has continued to increase and 68% worrying that their food will run out because they do not have enough money to buy more.

### **Loneliness is affecting Britain's health...**

A study by Co-Op and British Red Cross revealed that 9 million people are always or often lonely and this is reflected across FoodCycle's Projects, with 75% of guests saying that they felt lonely. Lack of social connections and isolation are harmful to health and it is thought that loneliness can increase the likelihood of early mortality by 26% (Holt-Lunstad).

### **Food waste is impacting our environment...**

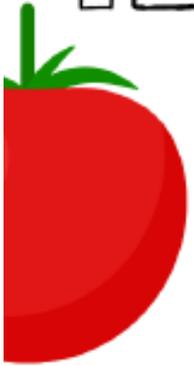
Studies published by WRAP highlighted that in one year alone, avoidable food waste generated 20m tonnes of greenhouse gas (GHG) emissions. Preventing this pollution would be equivalent to taking one in four cars off UK roads.

### **Nutrition and health benefits**

What we eat influences our health - the World Health Organisation recommends eating a minimum of 400g of fruit and vegetables a day to lower the risk of developing serious health complications. Sadly this isn't always possible for FoodCycle guests with 65% telling us that they will often skip a meal. By providing a nutritious three course meal we are helping them eat a healthier range of food. 79% of FoodCycle guests eat more fruit and vegetables by coming along to one of our projects.

# 2019 IN NUMBERS

**423,000 MEALS\* SERVED**



**SEVEN NEW VENUES**  
(that's 41 community projects in total)

**4,600 VOLUNTEERS DONATED 68,000 HOURS**

**77% OF GUESTS MADE NEW FRIENDS**

**81% GUESTS FELT MORE PART OF THEIR COMMUNITY**



**178 tonnes FOODWASTE SAVED THIS YEAR**



\*equivalent meals, based on the assumption of an average meal weighing 420g (FSA 2008)

## ABOUT THE ROLE

**Position Title:** Fundraising and Corporate Partnerships Manager

**Reports to:** Head of Fundraising

**Hours:** 37.5 hours per week

**Pay:** £26,000 - £28,000 pa depending on experience

**Location:** Vauxhall, London (home based initially)

## POSITION SUMMARY

Our Corporate Fundraising income stream has seen strong growth over the past few years, and we are seeking a candidate with a proven track record of securing new business as well as maintaining and developing existing relationships through great account management. You will lead on small to medium-value relationships and support the Head of Fundraising on larger corporate partnership accounts as required. You will also have event management experience and will be responsible for running our corporate volunteering challenge events.

As part of a small fundraising team of three, there is the opportunity to operate across several income streams and this role is also responsible for supporting community fundraising and fundraising initiatives at our Projects.

## ROLES AND RESPONSIBILITIES

1. Managing relationships up to value of £20,000 within our corporate portfolio currently worth c. £250,000. You will support them in their fundraising and volunteering activities and produce impact reports to ensure they feel enthused about their support for FoodCycle
2. Researching and bringing on board viable new corporate prospects that fit with FoodCycle's values and aims, particularly capitalising on regional opportunities based on our project locations. Contribute to a new business target of £100,000
3. Help develop and deliver fundraising campaigns to boost individual giving and community fundraising
4. Liaise with fundraising-lead volunteers at Projects to encourage and support them in fundraising initiatives
5. Supporting the Head of Fundraising in their management of a small number of the highest value relationship
6. Supporting the Head of Fundraising on major corporate pitches as required
7. Planning and running corporate food challenge events once they can be safely delivered (currently on pause and looking to adapt to virtual events)
8. Liaising with Marketing & Communications team to deliver impactful donor communications that drive loyalty and uplift support

## PERSON SPECIFICATION

|                                   | Essential Criteria  | Desirable Criteria   |
|-----------------------------------|---|--|
| <b>Proven Experience of</b>       | <ul style="list-style-type: none"> <li>Stewarding relationships with corporates and getting the best out of a corporate relationship</li> <li>Securing new business support from corporates</li> <li>Producing proposals which have met outcomes of both funders and charity</li> <li>Event management – planning, logistics, customer service</li> </ul>   | <ul style="list-style-type: none"> <li>Managing a pipeline of donation opportunities</li> <li>Experience of pitching to corporates to secure a long-term relationship</li> <li>Experience of working with finance systems</li> </ul> |
| <b>Skills, knowledge, ability</b> | <ul style="list-style-type: none"> <li>Able to network effectively, identify new opportunities for support from corporates and bring them into fruition</li> <li>Excellent written and verbal communication skills</li> <li>Ability to work with CRMs and databases</li> <li>Excellent planning and time management skills with ability to manage multiple tasks simultaneously</li> <li>Good people skills and ability to build relationships</li> <li>Negotiating skills</li> </ul> | <ul style="list-style-type: none"> <li>Knowledge of SalesForce</li> <li>Analytical – assessing which would be the best funders to build relationships with and who to influence</li> <li>Knowledge of digital fundraising</li> </ul> |
| <b>Personal Attributes</b>        | <ul style="list-style-type: none"> <li>Personable and warm</li> <li>Self-starter</li> <li>Strong communicator and good listener</li> <li>Results orientated</li> <li>Willingness to travel to Projects</li> </ul>   |  |
| <b>Values</b>                     | <ul style="list-style-type: none"> <li>Honest and trustworthy</li> <li>Commitment to FoodCycle’s charitable objectives and ethics</li> <li>Open, balanced and fair</li> </ul>   |  |
| <b>Commitment to</b>              | <ul style="list-style-type: none"> <li>Maintain a thorough understanding of FoodCycle’s work and the needs and circumstances of its participants</li> </ul>   |  |

|  |   |  |
|--|---|--|
|  | <ul style="list-style-type: none"> <li>• Act as an ambassador for FoodCycle as appropriate in order to raise the charity's profile within the business and voluntary sectors</li> <li>• Actively promote and implement FoodCycle's Equal Opportunities, Equality &amp; Diversity policy within all aspects of the post</li> <li>• Adopt a flexible approach to the working pattern as required, as there may at times be a requirement to work outside the normal working week (sufficient advance notice will be given)</li> <li>• Be prepared on occasion to travel to other FoodCycle locations across the UK to accompany funders on visits etc.</li> <li>• Undertake other related duties as required by line manager or other members of staff</li> </ul> |  |
|--|---|--|

## WORKING AT FOODCYCLE

**Holidays:** 23 working days pro rata (along with additional Christmas Close down days)

**Pension:** There is a pension scheme available – new staff are automatically enrolled after three months unless you choose to opt out.

**Equipment:** Whilst working with FoodCycle you will be provided with a laptop

## APPLYING FOR THIS ROLE

**What to send:** A CV of no more than two sides, and a covering note/letter of no more than two sides explaining why you are suitable for the role.

**Where to send it:** [jobs@foodcycle.org.uk](mailto:jobs@foodcycle.org.uk)

**Deadline for your application:** 3rd July (we will be assessing applications as they come in and may close earlier)

**Interview date:** 7th and 8th July

FoodCycle is an equal opportunity employer and values diversity.

## Safeguarding statement

Safeguarding is Everyone's business – FoodCycle is committed to safeguarding and promoting the welfare / wellbeing of children, young people and adults at risk. It expects all staff and volunteers to share this commitment.

