



Children's Sailing Trust

Job Description: Fundraising Lead

Reports to: Jakie Jewell, CEO

Salary: £25 - £29k based on skills and experience

Contract: Permanent, full-time or part-time, flexible depending on candidate

About the Role

We are seeking an experienced and motivated Fundraising Lead with a passion for building meaningful relationships and developing creative ways to grow income for Children's Sailing Trust (CST).

This hands-on role combines donor engagement, philanthropy, events and legacy fundraising, alongside maintaining and nurturing support from Trust and Foundation partners. You will be an engaging communicator who can connect with people, tell compelling stories and motivate others to support our mission to make watersports accessible for all.

This opportunity would suit someone who enjoys variety, thrives on collaboration and takes pride in seeing the tangible difference their work makes.

We highly value transferable skills and passion for our cause, so if you are transitioning from a different sector or role, we encourage you to apply.

About Us

Children's Sailing Trust (CST) is a charity based in Cornwall that offers access to sailing and watersports to local primary-aged children, as well as young people with additional needs. We are passionate about using these activities as a tool to develop confidence, competence and resilience, enabling participants to reach their full potential in life. One of our key beliefs is that all children and young people should have the same opportunity to learn sailing and watersports, irrespective of financial challenges, disabilities or special educational needs.

Our charity is a growing organisation and opened its second location and HQ in late 2021, a converted freshwater serpentine quarry on The Lizard peninsula. Complementing our activities on the Helford River, Trevassack Lake is open to the general public as a Centre of Excellence for Watersports, enabling us to offer more to a wider range of participants from ages 6 to 106, with specialist equipment that allows watersports opportunities for all. With 6 luxury holiday properties, a venue building and our latest venture, the lakeside café, CST Trading C.I.C. manages the commercial operations at Trevassack Lake, with all profits reinvested to support the long-term sustainability of the Charity.

It is our ethos that everything we offer is available to all abilities, working hard to ensure that we are not only fully accessible, but fully inclusive, too.

Overall Purpose of the Job

To deliver a balanced and sustainable fundraising programme, focussing on major donors, legacies, events and supporter stewardship while maintaining and growing relationships with Trusts and Foundations to ensure the long-term impact and financial stability of Children's Sailing Trust.

Key Responsibilities

Donor & Relationship Development

- Develop, manage and grow a portfolio of supporters including major donors, individuals and legacy pledgers.
- Nurture and strengthen relationships with existing donors and grant funders, ensuring continued engagement and long-term support.
- Research and cultivate new relationships, building a sustainable network of individuals and organisations who share CST's vision.
- Lead on the development and delivery of a 'Friends of CST' giving circle, building loyalty and advocacy.
- Deliver inspiring donor stewardship through personalised communication, updates and recognition.

Events & Engagement

- Plan and deliver engaging fundraising events that bring supporters closer to CST's mission.
- Work collaboratively across the charity to integrate fundraising opportunities within CST's activities and partnerships.
- Represent CST at community, corporate, and networking events to raise awareness and inspire support.

Trusts & Foundations

- Identify, research, and apply to a small number of relevant Trusts and Foundations, ensuring all applications are compelling and aligned with CST's priorities.
- Manage ongoing reporting and evaluation requirements, maintaining strong relationships with funders.

Legacies & Individual Giving

- Develop and promote legacy and in-memory giving programmes, ensuring sensitive and inspiring communication.
- Build and manage a base of regular givers and one-off donors, ensuring they feel valued and informed about the impact of their support.

Income Generation, Planning & Reporting

- Support the CEO/Finance Manager in setting annual fundraising targets and tracking progress throughout the year.
- Prepare persuasive written materials such as cases for support, proposals and fundraising collateral.

- Lead the writing of fundraising reports and grant evaluations, ensuring accuracy and clarity.
- Provide clear and concise reporting of applications pending and supported and produce quarterly reports for the Trustees.
- Ensure accurate financial tracking and forecasting in collaboration with the CEO and Finance Manager.
- Maintain excellent donor records and reporting via CST's CRM system.
- Keep up to date on best practice developments within the charity sector, including fundraising regulations and codes of practice.
- Support the CEO and other SMT members in their roles and duties at Trevassack Lake and Helford River.

Communications

- Contribute to storytelling across CST's website, newsletters, and social media to highlight impact and inspire support.
- Support donor communications with well-crafted content that reflects CST's voice and values.
- Provide regular progress updates and insights to the CEO and Board.

Personal Attributes & Skills

- Excellent written and verbal communication skills with the ability to inspire and engage a wide range of audiences.
- Relationship-focused with warmth, emotional intelligence, and confidence in networking and donor stewardship.
- Experience in major donor fundraising, events, or legacies - some experience in Trusts & Foundations desirable.
- Strong organisational and planning skills, with the ability to manage multiple priorities.
- Financially literate with confidence in setting and tracking budgets.
- Creative thinker and proactive self-starter with initiative and drive.
- Strong IT and CRM skills.
- Collaborative, flexible team player who thrives in a small, dynamic charity environment.
- Passionate about CST's mission and the power of sailing and watersports to transform young lives.

Children's Sailing Trust Benefits:

- **Unbeatable location** on the Lizard Peninsula with free parking.
- **Supportive, family-friendly** working environment with flexible and hybrid working options considered.
- **Discounted watersports** for staff.
- **Discounted café purchases** for staff.
- **Fully accessible** work venue for all.
- **Fun team culture**, including team days and social events.
- **Commitment to staff development**, offering on-the-job training in First Aid, Fire Warden, Health and Safety, Safeguarding, and even powerboats!

Start Date:

As soon as possible

How to Apply:

Complete our **Application Form** and email your CV with covering letter highlighting your key experience relevant to this role to: **jakie@childrenssailingtrust.org.uk** or post to Jakie Jewell, Children's Sailing Trust, Trevassack Lake, Garras, Helston, TR12 6LH

Closing Date:

14th November 2025 (or earlier if position filled)

Interviews:

Interviews will take place after the closing date at Trevassack Lake or online. Please let us know if there are any accessibility needs you may have for attending an interview.