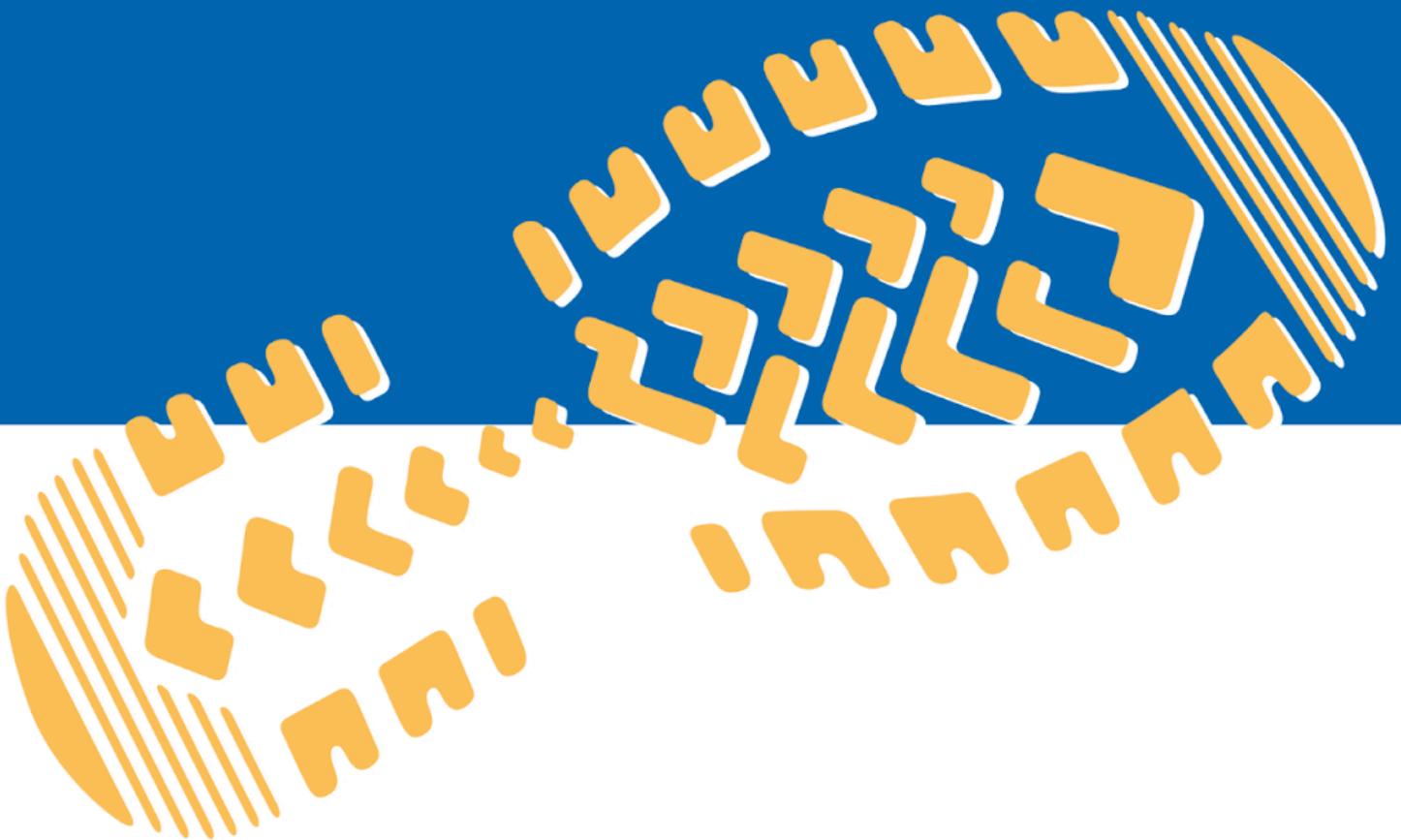


Youth Adventure Trust Corporate Fundraiser Job Pack



Date: 9th March 2026

Prepared by: Louise Balaam, Director of Fundraising

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Summary

- Title:** Regional Corporate Fundraiser
- Reports To:** Director of Fundraising
- Location:** Home-based in or near to Somerset
- Contract:** Permanent, 21 hours per week
- Salary:** £28,000 pro rata
- Benefits:** 25 days plus public holidays pro rata, Employee Assistance Programme, Bike to Work Scheme, additional birthday day-off, 5% pension contribution
- Application:** Application Form
- Closing Date:** Monday 6th April 2026 at 23:59

The Role

If you are passionate about giving vulnerable young people life changing opportunities, want to make a real impact through your work and are looking to join a dynamic fundraising team with lots of potential, then this is the job for you. Having launched our Programmes in Somerset in 2024, we are now looking for somebody who wants to take the next step in their fundraising career to build on the foundations of the last two years and significantly increase our presence in the county.

As our Regional Corporate Fundraiser, you'll be the driving force behind our local business partnerships, working with both large companies operating in the region and smaller local businesses looking to support their communities.

Your role will encompass:

- **Relationship building:** Identifying and securing new corporate partnerships while providing high-quality stewardship to our existing Somerset-based supporters.
- **Community Engagement:** Championing our work in Somerset by giving engaging talks to community groups and networking with local businesses.
- **Event delivery:** Playing a key role in delivering local fundraising challenge events, the bi-annual Somerset Adventure Dinner and developing new opportunities to unite the Somerset business community behind our mission.

You'll work closely with the Corporate Partnership Manager and the Director of Fundraising and Engagement to ensure each proposal is bespoke and every corporate partner understands the impact of their support on local young people. You must live in Somerset, have a good local awareness and be willing to travel around the county and beyond to nurture long-lasting, strategic relationships.



About You

We are looking for a people-person, who is self-motivated and highly organised. You are as comfortable in the board room engaging business leaders as you are standing on a mountain side in your waterproofs! You will be:

- **Experienced:** A proven track record in building successful corporate partnerships and achieving income targets;
- **A relationship fundraiser:** building long-lasting meaningful relationships should be at the heart of every single corporate partnership;
- **An inspiring communicator:** You will be telling our story in a variety of different ways to inspire support and grow our networks;
- **Self-motivated:** You are comfortable working from home but eager to be 'out and about' in the business community;
- **Pro-active and creative:** No corporate partnership is the same, so you will be proactive in understanding a corporate partner's motivation and coming up with creative ideas to build successful relationships;
- **Local:** You must live in or near Somerset to maximise local networking opportunities, attend regular in-person meetings and events and confidently talk about local issues facing both businesses and the young people we support through our programmes;
- **Outdoorsy:** A genuine love for the outdoors, comfortable in wellies and waterproofs with an understanding of 'the power of the outdoors'.

The Charity

At the Youth Adventure Trust, we use outdoor adventure to empower vulnerable young people from Swindon, Wiltshire and Somerset to fulfil their potential and lead positive lives in the future. We work with them to build resilience, develop confidence and learn skills that will last a lifetime, helping them to face the challenges in their lives. Dedicated support, guidance and mentoring from our staff and volunteers ensures young people receive the maximum benefit from our long-term intervention. Our aim is to make a lasting improvement to the lives of vulnerable young people. All our services are provided completely free of charge to the young people who are nominated by schools and other youth organisations to take part.

We're proud to offer our programmes completely free of charge to participants which means the fundraising team is crucial. With ambitious plans to help more young people from Somerset over the coming years, our Regional Corporate Fundraiser role is an exciting opportunity to make a real difference for local young people. Whilst you will have the flexibility of a 21-hours-per-week role, this could increase as more corporate partnerships are secured. You'll be part of a small fundraising team with a big heart, with plenty of opportunities to visit our programmes and see the tangible impact of your work.

Job Description

As our **Regional Corporate Fundraiser**, you will have a varied and impactful portfolio. Your primary focus will be to develop and implement a strategy to raise our profile and secure sustainable funding from the Somerset business community.

Key responsibilities include:

Corporate partnership management

- New business development: undertake prospect research and develop approach strategies to identify and secure new corporate partnerships across Somerset;
- Corporate partner stewardship: develop and implement a planned, personalised programme of high quality stewardship to ensure long-term, meaningful relationships with our existing and new Somerset corporate partners;
- Networking: identify and attend key networking opportunities to raise our profile and ensure we are seen as a 'charity of choice' for local businesses;
- Bespoke proposals: work closely with the Corporate Partnership Manager and the Director of Fundraising to create bespoke partnership proposals that show creativity, align with a prospective corporate partner's motivations and clearly demonstrate the impact on local young people;
- Achieve targets: work closely with the Director of Fundraising and Engagement to set, monitor and achieve ambitious income targets, contributing to the wider plans for charity growth.

Event delivery and story telling

- Adventure Dinner: lead the end-to-end management of the bi-annual Adventure dinner, including event organisation, sponsorship proposals, ticket sales, marketing, logistics and communications;
- Challenge events: Support the Fundraising challenge events team with participant recruitment from corporate prospects, as well as identifying and securing sponsorship opportunities;
- Profile raising: seek out opportunities to give engaging talks at local business and community group meetings to raise our profile;
- Communications and marketing: Play a key role in developing a comprehensive marketing and communications strategy to encourage support from existing and new local business audiences, using social media, press releases and other communication channels;
- Organise local events to enable us to tell our story in an engaging and compelling way to show prospective corporate partners the difference they could make to vulnerable young people by supporting our work

Day-to-day

- Record keeping: Ensure efficient administrative procedures and processes are in place to underpin the successful management of key relationships and events, and maintain accurate records on our CRM (Salesforce);
- Reporting: Provide regular reports on partnerships, income and progress against KPIs;
- Management: manage volunteers as required, ensuring where you need additional fundraising support that volunteers are well briefed, well looked-after and enjoy their experience of volunteering;
- To always give consideration to the long term development of corporate relationships for the maximum benefit of the charity and ensure the smooth flow of information within the team;
- Work closely with the Corporate Partnerships Manager and Director of Fundraising to ensure all relationships are managed effectively;
- Contributing to the fundraising team's annual targets and the wider charity objectives;;
- Acting as an ambassador for the Youth Adventure Trust, championing our work and promoting our values.

Person Specification

We are looking for somebody who fits most of the following criteria. We began fundraising in Somerset two years ago and have some solid foundations in place so we need somebody who can confidently pick up existing relationships as well as bring ideas and experience they can draw on to help us develop our corporate fundraising portfolio. We need somebody who is comfortable working independently from home, but is also a people person, keen to be a visible presence in the Somerset business community.

1. Professional Experience & Fundraising Track Record

- Proven track record in identifying, securing and stewarding successful corporate partnerships and achieving income targets.
- Experience in the end-to-end delivery of local fundraising events, including logistical planning, participant recruitment and on-the-day delivery.
- Experience in building a corporate pipeline and working to key performance indicators.
- Ability to motivate and manage volunteers or corporate partner staff teams to ensure fundraising success and a positive experience for all involved.
- A knowledge of fundraising best practice.

2. Communication and relationship building

- A relationship fundraiser who can demonstrate building long-lasting and meaningful partnerships through confident networking and personalised relationship management.
- As comfortable engaging and inspiring business leaders in the Board room as you are chatting to event participants on a soggy mountain side.



- An engaging story-teller, skilled in the art of writing and delivering engaging presentations and materials that inspire support from diverse audiences, ranging from community groups to CEO.
- Excellent verbal and written communication skills across all channels, including telephone, video calls, email and social media.
- An understanding of marketing, communications and social media, with an ability to use those skills to promote partnership opportunities effectively.

3. Digitally-savvy

- Experience in using a CRM database, strong IT skills, experience of using tools like Salesforce, Canva, Mailchimp, Loom and WordPress (advantageous).
- An understanding of different social media platforms and how best to use them to communicate your message.
- Familiar with spreadsheets and comfortable with numbers and data.

4. Personal Attributes & Working Style

- Highly organised, with exceptional time management skills and the ability to juggle multiple deadlines and relationships simultaneously.
- Excellent administrative skills and an eye for detail.
- Resilient and adaptable.
- Self-motivated with an understanding of best working practices when working from home.
- Living in or very near to Somerset, with a full driving licence and access to a vehicle for travel across the South West.
- Willingness to work variable hours, flexibility to travel as required for meetings and events with occasional overnight stays.

5. Values

- A good understanding of the positive impact outdoor adventure can have on vulnerable young people and a desire to help the Youth Adventure Trust change more lives.
- Commitment to safeguarding and promoting the welfare of young people.

Safer Recruitment

The Youth Adventure Trust is committed to safeguarding and promoting the welfare of young people and requires all employees to share this commitment. The suitability of all prospective employees will be assessed during the recruitment process in line with this commitment and in compliance with current employment legislation, and relevant safeguarding legislation and statutory guidance.

Please be advised;

- a satisfactory Enhanced DBS Disclosure will be required for this post;
- we will seek references on shortlisted candidates before a second interview, and may approach previous employers for information to verify particular experience or qualifications;



- if the applicant is shortlisted, any relevant issues arising from his or her references or application will be taken up at interview;
- in accordance with due diligence checks, online searches may be conducted as part of the selection process on shortlisted candidates;
- if the applicant is currently working with children, on either a paid or voluntary basis, his or her current employer will be asked about disciplinary offences relating to children, including any in which the penalty is “time expired” (e.g. where a warning could no longer be taken into account in any new disciplinary hearing), and whether the applicant has been the subject of any child protection concerns, and if so, the outcome of any enquiry or disciplinary procedure. If the applicant is not currently working with children but has done so in the past, then contact will be made with that employer who will be asked about these issues; and
- applicants should note that providing false information is an offence and could result in the application being rejected, or dismissal if the applicant has been selected, and possible referral to the police.

Please review our Safeguarding Policy available at www.youthadventuretrust.org.uk/policies

How to Apply

Please complete the Application Form which includes the opportunity to outline why you think you are suitable for this role, making specific reference to the Job Description and Person Specification above.

The Application Form should be returned to:

Louise Balaam, Director of Fundraising by email: louise@youthadventuretrust.org.uk

Applicants are welcome to call Louise on 07904 037525 if they would like to discuss the role or the application process before applying.

Applications Closing Date:

Monday 6th April 2026 at 23:59

Shortlisted candidates will be notified by Thursday 9th April 2026

Interview Date:

Friday 17th April (in person, Somerset TBC)

Shortlisted candidates will be asked to complete a written task before the interview.

Unfortunately we are unable to reimburse interview expenditure incurred.

The Youth Adventure Trust sincerely thanks all those who apply, however only those considered for an interview will be contacted.

Data Protection Statement



For information about how we use your data, please see the Privacy Policy on our website www.youthadventuretrust.org.uk/privacy, or request a hard copy by calling 0330 123 2446.

Equal Opportunities and Diversity Statement

The Youth Adventure Trust is an equal opportunities employer, values diversity and is strongly committed to providing equal employment opportunities for all employees and all applicants for employment.

Additional documentation with this Job Pack:

- Application form
- Recruitment of Ex-offenders Policy