

Vacancy from January 2020

Fundraising Co-ordinator

Merton Music Foundation

Fundraising Co-ordinator

- Employed, Part Time/Flexible Working (0.6 FTE)
- £30,000 (£18,000 pro rata) per annum
- Based in London Borough of Merton

Application Deadline: **Thursday 28th November 2019**

Interviews: **Tuesday 3rd and Wednesday 4th December 2019**

Underpinning outstanding music education for every child

Merton Music Foundation is seeking an outstanding Fundraising Co-Ordinator to join its successful and dynamic team on a flexible working/part-time basis (equivalent to 3 days a week). This is an exciting time to join us; the successful candidate will have the responsibility of spearheading a fundraising strategy, with a focus on developing individual giving. Working closely with the Chief Executive and the Board of Trustees, you will launch and market an individual-giving programme, aided by the findings in a recent Fundraising Review carried out by an external consultant. Your goal is to set processes in place including working on a database and to raise £25,000 by the end of the first year. This is a new role with excellent opportunities for the right candidate to expand and develop fundraising across the organisation.

The ideal candidate will be a natural networker and advocate, an articulate communicator, with excellent social and written skills and with at least three years' experience of fundraising, including some experience of managing the growth of individual giving programmes.

MMF is the lead partner of the Merton Music Education Hub. Highly regarded by Arts Council England, MMF has a proven track record of outstanding practice in music education. We have close links with schools in the borough through individual teaching, whole class provision and special projects – recently presenting a concert at the Royal Albert Hall involving 1500 local children.

We run a vibrant Junior (Saturday mornings) and Senior (Monday and Wednesday evenings) Music Centre with a wide variety of ensembles. Our senior groups regularly perform at the Wimbledon Tennis Championships, Music for Youth Festivals, major London venues and undertake tours abroad.

Merton Music Foundation is a Charitable Company Limited by Guarantee

▪ Registered Charity Number 1004122 ▪ Company Number 2590621 ▪

Registered in England and Wales. Registered Office – Harris Academy Morden, Lilleshall Road, Morden, Surrey, SM4 6DU

www.mmf.org.uk / 020 8640 5446 / admin@mmf.org.uk



This post is subject to an enhanced DBS clearance.

Download the Job Description / Person Specification [here](#).

Email admin@mmf.org.uk or phone 020 8640 5446 to enquire about the post if you would like further information.

Completed application forms should be sent to: jobs@mmf.org.uk

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