

Fundraising Strategy & Viability Consultant (Scoping Role)

Portobello Business Centre

Location: North Kensington, London (this is an office-based role)

Contract Type: 6-month fixed term

Salary: £45k-£49k FTE

Reports To: Chief Executive Officer

Application Deadline: 21st March 2025

About Us

Portobello Business Centre (PBC) is an ambitious not-for-profit social enterprise dedicated to empowering individuals to start and grow businesses. To ensure our long-term sustainability we are exploring the feasibility of establishing a dedicated fundraising function.

We are seeking a highly experienced **Fundraising Strategy & Viability Consultant** for a 6-month strategic scoping project. This role requires expertise in **market research, multi-year strategic planning and impact measurement** to assess PBC's fundraising potential and design a roadmap for sustainable revenue generation.

This is not a hands-on fundraising role but a strategic consultancy position to assess feasibility and provide recommendations.

Ideal candidates will have a proven track record in conducting in-depth funding landscape analysis, crafting strategic fundraising roadmaps and implementing monitoring and evaluation frameworks to measure social impact.

Key Responsibilities

Market Research & Viability Assessment

- Conduct **in-depth research** on funding trends, corporate sponsorship, philanthropic grants, government programmes and untapped revenue streams.
- Assess PBC's fundraising viability, analysing existing resources partnerships and potential return on investment.
- Provide a data-driven **funding gap analysis** to determine where PBC can best position itself in the market.

Strategic Fundraising Plan (Multi-Year)

- Develop a **structured multi-year fundraising strategy document** ensuring it aligns with PBC's mission growth objectives and financial sustainability.

- Outline a **step-by-step implementation roadmap** to diversify income sources (e.g., corporate sponsorships, government grants, major donor events).
- Integrate risk assessment and contingency planning for long-term fundraising resilience.

Monitoring & Evaluation Framework

- Define key **performance indicators (KPIs)** to track and measure the effectiveness of fundraising efforts.
- Develop tools for capturing and presenting social impact data to funders.
- Align evaluation frameworks with best practices in **social value measurement**.

Stakeholder Engagement & Initial Outreach

- Identify potential funding partners at local regional and national levels.
- Evaluate prospective partnerships and recommend engagement strategies for future fundraising efforts.

Final Report & Board Presentation

- Produce a **comprehensive feasibility report** evaluating the need for a permanent Fundraising Manager role.
- Deliver detailed recommendations on **fundraising priorities, revenue projections and long-term sustainability**.
- Present findings to the CEO and Board outlining **next steps for execution**.
- This role will conclude with a strategic report and recommendations; the successful candidate will not be responsible for implementing the fundraising plan but for defining its feasibility and roadmap.

Essential Skills & Experience

Strategic Fundraising & Business Development

- **Proven experience in designing multi-year fundraising strategies** for not-for-profits or social enterprises.
- Strong understanding of grant funding cycles, corporate partnerships and donor engagement.

Market Research & Financial Modelling

- Experience in **assessing funding landscapes**, forecasting revenue potential and identifying funding gaps.
- Ability to conduct competitor benchmarking and funding feasibility analysis.

Monitoring & Evaluation Expertise

- Skilled in defining **impact measurement frameworks** and developing systems for tracking social value.
- Ability to create data-driven reports for external funders and stakeholders.

Stakeholder Engagement & Fundraising Outreach

- Established network within the **third sector philanthropy and corporate CSR initiatives**.
- Demonstrated ability to cultivate high-value funding partnerships.

Excellent Communication & Presentation Skills

- Track record of producing **board-level reports and strategic recommendations**.
- Strong writing skills for funding proposals and business cases.

Desirable Skills

- Familiarity with **North Kensington and RBKC community-driven social enterprises**.
- Experience working in a **small high-impact team** with limited resources.
- Established connections with **UK funding bodies, philanthropic organisations and corporate donors**.

Why Join Us

- **Influence the Future of PBC** – Your recommendations will shape our long-term financial sustainability.
- **Strategic High-Impact Role** – Lead the creation of a structured fundraising roadmap from scratch.
- **Make a Difference** – Help a vital not-for-profit secure funding to empower entrepreneurs.

Application Requirements

- To apply please submit a CV of **no more than two pages demonstrating how you meet the essential skills and experience requirements**.
- Applicants must have the right to work in the UK indefinitely.