

Fundraising Development Manager

Belong to Something Amazing...

Catalyst is seeking an experienced and highly motivated Fundraising Development Manager to join our dynamic team.

About Catalyst

Catalyst is an independent, not for profit organisation. We work for the greater good to build an inclusive innovation community in an entrepreneurial ecosystem throughout Northern Ireland. The epicentre of Northern Ireland's tech sector, we provide everything that innovators and entrepreneurs need to reach higher and succeed faster – a home, business support, connected networks and much more besides. We invest, pro bono, all surplus profits from our property portfolio into nurturing a community-led innovation ecosystem that supports over 900 start-ups, entrepreneurs, and innovators so they can grow, scale and flourish.

Working at Catalyst

A certified Great Place to Work®, Catalyst is one of Northern Ireland's most exciting employers.

With a strong vision of Opportunity for all from world-leading innovation, this is a workplace brimming with ambition to create social, cultural, and economic advantage. We are a force for good, bold in our approach with integrity at our core and passion in everything we do.

Diversity and Inclusion at Catalyst

Diversity and inclusion aren't boxes to tick on a CSR list. At Catalyst, they are part of our DNA, lived, breathed, seen, and heard across our community, projects, and co-working spaces.

We not only want to foster and empower a culture of innovation, but also an environment where people can be their true, authentic self and thrive, and we are proud to be recognised by the Diversity Charter for achieving silver status, with ambitions to progress to Gold.

As an equal opportunity employer, we recruit based solely on the individual's ability to perform the role, and that's allowed us to create an inclusive workplace which celebrates the diversity of our teams and community.

What we are looking for?

As the Fundraising Development Manager, you will play a pivotal role in driving our fundraising efforts, ensuring the sustainability and growth of the Catalyst Strategy. You will lead the development and implementation of fundraising strategies, building strong relationships with donors, sponsors, and supporters. Your exceptional fundraising skills and passion for our vision will enable us to make an even greater impact through the support that we offer our on-campus community and entrepreneurs.

Key information

- Full time, permanent contract
- Competitive salary up to £45,000.
- A comprehensive benefits package.
- Based at the Innovation Centre, Queen's Road, Belfast (hybrid working arrangement available).
- Reporting to Director of Finance.

Employee Perks

- Competitive Benefits Package including Private medical insurance for you and your dependents.
- Generous pension contribution.
- Generous life assurance policy.
- Enhanced parental leave packages.
- Free open access to company organised events.
- Free parking onsite.

Responsibilities

1. Create and execute comprehensive fundraising strategies aligned with Catalyst's vision and mission.
2. Plan and execute fundraising events, campaigns, and initiatives to drive engagement and revenue growth.
3. Proactively explore new fundraising opportunities and avenues to diversify funding sources.
4. Identify and cultivate relationships with potential donors, sponsors, and partnerships to secure financial support.
5. Research and identify grant opportunities from foundations, corporations, and government agencies.

6. Work with finance colleagues to prepare high-quality grant proposals, ensuring compliance with funder guidelines and requirements.
7. Work closely with the executive team, programme/project managers, and wider team to align fundraising efforts with needs and priorities.
8. Collaborate with key stakeholders to engage them in fundraising activities.
9. Provide advice in early-stage development of budgets for funding opportunities.
10. Develop and track fundraising metrics, regularly reporting on progress and results to finance colleagues and the executive team.
11. Analyse fundraising data to identify trends, opportunities, and areas for improvement.
12. Effectively communicate Catalyst's impact, needs, and funding opportunities to donors and supporters.
13. Collaborate with the marketing team to create compelling fundraising materials, proposals, and reports.

Essential Criteria

- At least 3 years recent fundraising experience, with a proven track record of success across individual giving, corporate partnerships, and grant writing.
- Detailed current knowledge of the funding landscape with strong relationships and networks with funding sources.
- Strong strategic thinking and planning abilities, with the capacity to develop and implement innovative fundraising strategies.
- Demonstrated success in cultivating and stewarding relationships with donors and securing major gifts.
- Exceptional written and verbal communication & presentation skills, with the ability to effectively convey Catalyst's mission and impact to diverse audiences.
- Results-oriented mindset, with the ability to meet and exceed fundraising goals.
- Excellent project management skills, with the ability to manage multiple initiatives and deadlines simultaneously.
- Ability to exercise discretion when working with highly sensitive information
- Passion for Catalyst's vision and mission, with a genuine desire to make a positive impact in the community.

Special Requirements

- Proof of right to work in the UK.

Get in touch

If you are an experienced fundraising professional driven by our vision, we invite you to get in touch.