



Fundraising Manager



About PIPS:

PIPS Suicide Prevention Ireland Charity is here to provide counselling and befriending support to individuals who are experiencing or have experienced suicidal thoughts or mental unwellness. PIPS Charity also provides support to families and friends who have been touched by suicide.

Our life saving services provide direct support to individuals who are in need. We offer a free, confidential counselling service, with no restriction on the number of sessions provided. We also offer a crises walk in service in Belfast and a crisis telephone service at other locations during our opening hours.

Background:

PIPS Charity seeks to deliver Suicide Prevention and Bereavement Support Services including Counselling, Crisis Support, Complementary Therapies, Befriending, one to one sessions, mentoring and support groups, sign posting to support organisations and home visits across Belfast and throughout Northern Ireland.

The organisation's origins are linked to the unfortunate tragedy of 14 young people taking their own lives over a short period of time and the coming together of a range of stakeholders compelled to try to address the issue. The organisation began, and very much remains, a community led organisation with a strong grass roots led ethos to suicide prevention and self-harm.

PIPS Charity understands that everyone is different, and we need to be able to offer an appropriate service to cater for individual needs. PIPS Charity is one of the few, if not the only suicide prevention organisation that offers an open door service with no appointment needed.

Since our foundation we have strived to combat the high levels of suicide throughout the various communities in Ireland by providing help and support to those families bereaved through a suicide or self-harm. We do this through the delivery of suicide prevention and

bereavement support services, 1 to 1 counselling, befriending services, advocacy support and complimentary therapies and our client led 'no appointment needed' service. This 'no appointment needed' approach ensures there is always someone to contact for a chat when a person might feel vulnerable, might be at risk of suicidal behaviours or is simply in need of assistance. PIPS is their light in the dark.

When a person comes to PIPS for help, they will be spoken to immediately and a stay safe/support plan will be put in place. We have an open door policy; you will not have to wait days or weeks to see a counsellor/therapist. In addition to providing this immediate support, PIPS acts as a gateway to other services. We provide a wrap-around service so that nobody feels alone.

PIPS also provide a range of bespoke training programmes in the form of workshops, which raise awareness and provide individuals with intervention tools and knowledge on topics such as suicide prevention, self-harm, eating disorders, self-care and befriending. To date, these programmes have been delivered throughout Northern Ireland to a wide range of groups, including coaches, secondary school students, universities, charities, community activists and a range of private businesses.

We're extremely lucky to be supported by the community over the years. People have carried out numerous events and fundraising activities, giving us the vital funds that allow us to keep our doors open, and continue providing these necessary life-saving services. We as a charity do not receive any core funding and are able to stay open and functioning by every person in the street who lends a hand.

As the demand for our services continues to grow, the community support and belief in our services has never waned and it is only through the generosity of members of the public and sponsors that we are able to continue our services.

Here at PIPS Charity, we can guarantee that families who have lost loved ones and people in crisis will always be at the heart of our work and their needs will always be paramount in our service delivery.

PIPS Vision & Mission

Our Vision

Our vision is to be recognized for the contribution we can make to preventing the loss of life, supporting families and helping building hope within our community and we do this by striving for a compassionate Society free from suicide.

Mission

We help individuals, families and organisations who have been affected by suicide or mental un-wellness, and we do this by:

- Providing support and counselling services in an accessible and non-judgmental space for individuals to understand themselves and to better navigate their personal path in life
- Providing a neutral, compassionate and supportive environment by offering a space for peer groups to share their experiences of emotional challenges
- Working with organisations to nurture a culture of awareness and understanding of mental wellness, by providing specialist training and volunteering opportunities
- Working with local communities and government bodies to influence societal change with the aim to advance the understanding of suicide and mental wellness within Ireland

JOB DESCRIPTION

Job Title:	Fundraising Manager
Reporting to:	Executive Director
Contract Type:	Permanent
Hours:	37.5 hours per week
Shift Pattern:	Flexible to suit needs of the role
Salary:	£37,500 per annum

Executive Summary:

We are searching for an experienced Fundraising Manager with excellent leadership skills and networking abilities. The Fundraising Manager will be responsible for building good relationships with prospective donors and clients across multiple sectors, communicating with the broader public and internal teams, delegating tasks, and drawing up plans to ensure annual targets are met. You should be well organised, proactive, and have the ability to inspire those around you.

Key Responsibilities:

- To maintain and expand the current income generation of PIPS, identifying new corporate funding and pitch for new opportunities.
- Manage current corporate partnerships and building on existing relationships to ensure maximum value for the charity.
- Manage and develop relationships with supporters, delivering excellent levels of supporter stewardship.
- Work with supporters and listen to feedback to help maximise fundraising and find opportunities.
- To research and engage third party partnerships, then to manage these relationships to meet financial targets and increase regional income.
- To lead the planning, logistics and delivery of participation and social events to meet financial targets. This may also include securing sponsorship, identifying and maximising potential of individual and corporate participants or guests.

- To recruit volunteers to assist with events, developing strong relationships and identifying and cultivating supporters to develop new fundraising opportunities and partnerships.
- To work closely with other team members and Head Office staff.
- To represent PIPS and build the charity's profile by attending key meetings and events.
- To undertake general office fundraising administration, routine correspondence, answering queries and responding to enquiries, as well as maintaining systems to accurately account for all direct income and expenditure.
- To work with the Executive Director to review all income targets and expenditure budgets on a regular basis. To produce financial and activity reports which will form part of the Charity's financial and business plan review.
- Manage digital fundraising across all social media as well as working with external marketing agencies as appropriate.

PERSON SPECIFICATION

Criteria	Essential	Desirable
Qualifications	A third level qualification in marketing or equivalent. OR 3 years demonstrable experience gained within the last 5 years in fundraising to generate income. OR A minimum of 3 years account management or business development to generate income.	
Skills and Attitudes	• Experience in maintaining and expanding the current income generation for an organisation, identifying new corporate funding and pitch for new opportunities. • Experience in managing current corporate partnerships and building on existing relationships to ensure maximum value for an organisation. • Superb customer service skills with the ability to provide excellent supporter care. • A talent for building and nurturing great working relationships. • A flexible approach and positive outlook. • An engaging and inspiring individual. • Confident and skilled in all aspects of communication. • Good IT skills – particularly Microsoft Office, Canva or other design software. • Enthusiastic and self-motivated. • Ability to maintain strict confidentiality and appropriate boundaries in all matters related to their work. • Flexible attitude towards working hours to meet clients' needs and as demanded by requirements of the job.	
Driving	To apply for this role, you must have a full driving licence and access to a motor vehicle, or access to a means of transport.	



Application Details

The closing date for Application Forms is **Friday 6th June at 12 noon**. Applications received after this will not be considered.

Completed Application Forms along the Monitoring Form should either be emailed to liz@pipscharity.com or sent by post, or delivered by hand to:

PIPS
279 Antrim Road
Belfast
BT15 2GZ

We offer you:

- **Competitive Salary**
- **Enhanced Sick Pay**
- **28 Days Annual Leave**
- **11 Paid Bank & Public Holidays**
- **Carryover of 5 Annual Leave Days**
- **TOIL**
- **Compassionate & Bereavement Leave**
- **Occupational Health Service**
- **Employer Pension Contributions**
- **Private Health Care**
- **Flexible Working Hours**
- **Comprehensive Induction & Support**
- **On The Job Learning**
- **Car Mileage Scheme**
- **Family Friendly Policies**
- **Free External Counselling Service**
- **Learning and Development Opportunities**