

ESMÉE FAIRBAIRN FOUNDATION

RECRUITMENT OF FUNDING MANAGER

Job Title: **Funding Manager**
(focused on the Foundation's environment work)

Reports to: **Director of Funding Development**

Context: **About Esmée**

Esmée Fairbairn Foundation is a leading independent funder. We support exceptional organisations that are building a more inclusive, creative and sustainable society in the UK. In 2017 we gave over £40m in grants to charities and social enterprises working in the arts, children and young people, sustainable food and environment, and social change. Over 60% of our grant funding supported organisations core running costs. We also operate a social investment fund for organisations that can deliver a social benefit along with a financial return.

Esmée and the environment

The Foundation is a leading independent environmental funder and has a long history of supporting a broad range of work. Our portfolio has a strong focus on the conservation and protection of nature on land and at sea, challenging the threat of harmful human practices, engaging people with nature and environment issues, and work that focuses on lesser known and uncharismatic species and habitats.

In recent years our funds have supported organisations like Client Earth to challenge Government on air pollution and to prevent damaging fishing practices in the most sensitive marine areas, Greenpeace to work on marine plastics pollution, Chem Trust on dangerous hormone disruptors present in every-day items such as flame-retardant furniture, and London Wildlife Trust to engage communities in learning about dragonflies and freshwater conservation at the newly opened Walthamstow Wetlands. Our grantees' impact extends from high level influence with government to community based local action.

We are striving to secure a better future for the natural world with other tools available to us. We have been an active social investor for over a decade, primarily helping conservation organisations on land purchase, to secure land with high conservation value to place it in the hands of those best placed to manage it for nature for the future. There is the potential for social investment to work on other initiatives with an environment focus, and expansion into new topics areas is planned.

Our work on the environment also links to our food work. We believe there are ways to produce higher quality food that are better for people, the environment and livestock. We support community involvement in food production, the development of a more positive policy position for

sustainable food and diets, and the reduced use of harmful pesticides, herbicides, antibiotics and fossil fuels and support for alternatives.

As an organisation we look to use all our resources to achieve our goals, and are keen that environmental considerations are factored in to all aspects of our work. This extends to our investment approach. We have recently agreed an ESG (environmental, social governance) strategy to support this and we are working with our investment advisers and managers who work on our behalf to improve the performance of our endowment to incorporate ESG as part of their approach to managing our endowment.

The future

Esmée is currently engaged in a strategy review. As a result of this we expect to strengthen and deepen our commitment to the environment with increased funding for the sector and through leveraging all our resources to align with the goal of protecting and restoring our natural world. In addition, we will make stronger connections between our environment and food priorities.

The focus of this new role will be to help us, particularly the Environment Lead Funding Manager, to shape and deliver these plans. As well as a focus on funding there will also be an emphasis on convening and influencing and building unlikely alliances. Therefore, we are interested in applications from a wide pool of people with different experiences. Previous experience of grant-making or social investment is not necessary.

Why apply: If you are a dynamic and ambitious individual, analytical and strategic, who is looking for an opportunity to develop and enhance your skills, and gain experience in funding, and if you think you can make a real contribution to the Foundation's work then this may be the opportunity for you.

Office Location: Kings Cross, London

Salary: £40,000 - £50,000

Purpose of Job

To make a significant contribution to the Foundation's funding in the environment. In particular:

- Identify and build a pipeline of interesting funding opportunities.
- Assessing a wide range of funding applications to the Foundation and managing a broad portfolio of funding relationships.
- Supporting the development of relationships between funded organisations (and others) so they can achieve greater impact collectively.
- Build relationships and broker collaborations across statutory, business, investment and NGO sectors.

- Supporting the development of social investment opportunities in the environmental sector.
- Gathering learning from funded work and informing future environmental funding activity.

Core responsibilities

1. To assess and manage a portfolio of applications including investigating, seeking further information, making site visits, giving advice to and taking advice from colleagues, advisers or other funders.
2. To contribute to the development and maintenance of a strong funding pipeline that meets both the Foundation's funding priorities and target spend levels.
3. To build cross sector relationships in the UK to support the Foundation's environmental strategy and maximise the impact of the portfolio.
4. To support the development of relationships between funded organisations (and others) so they can achieve greater impact collectively. This may include brokerage, and identifying and supporting unusual alliances.
5. To write up assessment reports on applications with recommendations for consideration for Trustees approval.
6. To maintain contact with supported projects and monitor in line with the Foundation's learning and evaluation strategy. To ensure the effective management of a mixed portfolio of funding relationships.
7. To take responsibility and act as a key contact for one or more areas of the Foundation's funding, for example, a region or country, or an area of interest. (The particular focus will be environment, albeit working also on/across other sectors.)
8. To represent the Foundation at seminars, conferences, functions and other events.
9. To be a positive and active member of the Foundation team, working with and supporting colleagues in helping the Foundation deliver the strategic plan.
10. To undertake any other duties in support of the Foundation's business as may reasonably be required.

Qualifications

A high level of intellectual and analytical ability is required. This may be evidenced by a degree, professional qualification, or by working at a level of complexity comparable to this post.

Significant Interfaces

- Internally: all staff and trustees, in particular members of the funding team.
- Externally: potential and existing grantees, other funders and key players in the environment sector.
- Statutory bodies (e.g. Environment Agency), ESG investment community, impact investment practitioners.

Skills and Experience

1. Significant knowledge of and relevant experience of the environment or the natural world, whatever the context.
2. Creativity, flair and imagination. Naturally curious. An ability to identify unorthodox approaches.

3. Understanding of the range of activities undertaken by charities, voluntary organisations and social enterprises and other non-profits but also more broadly about the opportunities presented by wider partnership (for example, through local authorities, business and the investment world).
4. Ability to interpret and resolve complex and sometimes conflicting information including financial information and business plans.
5. Excellent communication skills, including the ability to present complex information clearly and concisely in oral and written form.
6. Outreach experience with the ability to make presentations to groups and represent the Foundation at events and forums.
7. Project skills that demonstrate the ability to organise and manage workload to deadlines.
8. Competent IT skills including experience of using a database.

Note: previous experience of grant-making or social investment is not necessary.

Personal Qualities

1. Able to deal in a helpful, friendly and professional way with a wide range of people.
2. Good judge of people and organisations.
3. Analytical, ability to assess and balance risks, and willing to back judgement.
4. An active, constructive contributor to the team.
5. Ability to work under pressure and to deadlines.
6. Flexibility.
7. Diplomacy.
8. Self motivated with high energy levels, working under minimal supervision.
9. Highly developed sense of personal integrity.
10. Demonstrate an empathy for and commitment to the Foundation's ethos and core values.

March 2018