



**Job title:** Funding and Communications Manager

**Salary:** £32,000 pro rata (equivalent to £13,654 per annum)

**Hours:** 16 hours per week split over 3-4 days

**Contract Type:** Maternity Cover, late July 2022 – April 2023

**Company intro:** Baby Necessities are a non-profit organisation started by a couple of local mums during the pandemic of 2020. The creation of Baby Necessities came from a motivation to help alleviate child poverty after watching a documentary on the growing need for baby banks in the UK.

Our vision was to support families during hardship, as well as see baby items our children no longer needed, re-used to protect the environment, and reduce unnecessary waste.

**What we do** - We collect good quality, pre-loved items such as clothes, toys and equipment, and distribute them to families in need across Southampton and surrounding areas. All items are cleaned and, where necessary, safety checked. We take care in the presentation of our bundles and every one of them is lovingly prepared by one of our volunteers.

**Who we help** - Access to Baby Necessities is via third-party referral by professionals such as community midwives, health visitors, GP's, family support workers, social workers, educator or teacher, food bank volunteer, religious leader, etc. We aim to meet each request with our stock of donated items and help individuals and families from all backgrounds, regardless of their personal situation, by providing their little ones (up to the age of 5 years old) with the basic supplies they need.

### **Job position description :**

We are seeking an enthusiastic, committed, and passionate Fundraising & Communications Manager to cover maternity leave and to continue to grow our income and achieve our mission.

The successful candidate will need to maximise Baby Necessities income generation function to provide greater organisational strength and financial stability. To secure external funding to support the delivery of Baby Necessities strategic objectives and business plan. To secure relationships with donors, trusts and foundations; develop Baby Necessities existing strategic partnerships.

As well as arrange fundraising events, manage, and produce posts on social media that are in keeping with our brand. Over see our website and all communications via email and phone.

Experience would be preferred but training can be given.



**Location:** Unit C1 The Premier Centre, Premier Way, Romsey, SO51 9DG  
Whilst this position is mostly office based, we do offer flexible working and can accommodate working from home depending on the needs of the service.

You will need access to your own transport to travel to fundraising events and networking meetings as and when needed.

**Contact/application information:**

To be considered for this role please email your CV and a covering letter to [info@babnecessities.co.uk](mailto:info@babnecessities.co.uk)

If you have any questions about the role, please contact us on 01794 765240 or email [info@babynecessities.co.uk](mailto:info@babynecessities.co.uk)

Closing date for applications Friday 8th July 2022

Expected interview dates week beginning 11th July 2022

Please note this role will be subject to an enhanced DBS check and referencing.