



**The Dash Charity  
Development Officer  
Role Description**

**Reports to: Head of Finance and Operations (CEO oversees fundraising but does not line manage this role)**

**Hours of work: 0.8 FTE (up to 30 hours per week - flexible)**

**Location: Hybrid – home working plus some travel to Maidenhead office**

**Salary: £28,000-35,000 pro-rata**

**Term: Permanent/Contract Holidays: 25 days**

**Closes: Applications will be reviewed on receipt on a rolling basis. Please apply as soon as possible.**

**Overview**

The Dash Charity is looking for a Development Officer to join our wonderful team. This is an exciting opportunity to be part of a local domestic abuse charity with a huge influence and reach. For almost 50 years The Dash Charity has been supporting individuals and families experiencing domestic abuse, empowering women, men and children to recognise the tactics of abuse, break the cycle, and take back control of their lives. We were one of the first charities in the UK to be awarded Leading Lights status for our Advocacy and Outreach Services by SafeLives, and pioneered healthy relationships workshops in schools over a decade ago. We run three refuges that offer a sanctuary to women and children escaping violence and abuse, offering specialist children's support and one to one support for women. We're now looking for an ambitious and dedicated individual to help us to secure essential funding to continue delivering our life-changing services into the future.

**Role Purpose**

We are seeking an ambitious individual that cares about ending violence against women and girls, who is determined to make a difference. As The Dash Charity Development Officer, you will be responsible for seeking funding from trusts and foundations, to enable us to deliver life changing services and projects. You will have excellent attention to detail and be willing to gain a strong understanding of how the charity works and the services we deliver by working closely with our frontline staff. You will work with our Senior Management Team to understand the charity's impact, identify funding opportunities, and contribute to strategic service development. You will have strong communication skills and be able to build good relationships with our funders.

There will be opportunities for future growth in this role, with the potential management of direct reports as we expand our team.

### **Key Responsibilities**

- Develop and submit persuasive applications, proposals, and pitches to UK trusts, foundations, and statutory funders.
- Conduct thorough research to identify new funding opportunities and build long-term relationships with donors.
- Support the organisation in achieving fundraising goals by actively contributing to the grants fundraising strategy.
- Assist in developing and coordinating events for trusts and major donors, as well as occasionally representing Dash at external meetings.
- Contribute to the development and implementation of an annual work plan and pipeline for the trust fundraising programme.
- Provide high-quality stewardship, ensuring timely feedback and reporting to funders.

### **Experience and Skills Required**

#### **Essential**

- Passion for ending violence against women and girls and a strong commitment to The Dash Charity's mission.
- Excellent written and verbal communication skills, with the ability to craft persuasive proposals and reports.
- Ability to manage competing priorities, work under pressure and to tight deadlines, while producing high quality work.
- Ability to develop a detailed understanding about the services that The Dash Charity deliver and convey this on paper, to provide a compelling case for funders.
- Strong attention to detail and high-quality proposal writing.
- Excellent team player with the ability to work independently and in a team.

#### **Desired**

- Experience in trust and statutory fundraising, with a track record of meeting income targets.
- Knowledge of the trusts and statutory funding landscape, including potential supporters.
- Skilled in prospect research techniques and using research to identify suitable funding opportunities.

### **How to apply**

To apply for this role please send a CV and cover letter to [hello@thedashcharity.org.uk](mailto:hello@thedashcharity.org.uk)

Applications will be reviewed on receipt on a rolling basis. Please apply as soon as possible. Please do not hesitate to contact us in advance of applying if you have any questions. We look forward to hearing from you!