



Wigan & Leigh Hospice



Recruitment pack

Corporate and Major Donor Fundraiser
March 2025



Thank you for showing an interest in working for Wigan & Leigh Hospice.

Our services enable people with a life limiting illness to live well for as long as possible, by providing them, and those closest to them, with outstanding care.

Hospices play such an important role in their community, and Wigan & Leigh Hospice is no exception to that. We support almost 1400 people every year, when they need it most.

Our hospice services are only available thanks to the support of the local community who first came together just over 40 years ago to help us to open our hospice doors, and who continue to help us to keep our services running.

About the role

Nothing we do is possible without our brilliant team, whose commitment, drive and determination keeps Wigan & Leigh Hospice going.

As Corporate and Major Donor Fundraiser you will build relationships with businesses and major donors in order to encourage them to support the hospice, delivering both financial and in-kind support. This includes hosting a series of corporate events throughout the year, including the hospice ball and our successful business network.

This is an opportunity to make a real and meaningful difference to a charity that is very much rooted in this community.

The successful candidate will be proactive, creative and results driven, with exceptional networking and relationship building skills. You will have experience of working in corporate fundraising or a similar engagement-led role. But most importantly, you will have a passion for what you do and determination to make a difference.

The role requires travel across the borough therefore a full driving licence and access to a vehicle insured for business use is essential.



Fundraising for
Wigan & Leigh Hospice
Thank you for your support
Tel: 01942 525566 Email: fundraising@wlh.org.uk

What are we looking for?

- Someone with experience of working in a fundraising or community engagement role.
- Someone with exceptional relationship building and networking skills.
- Someone with experience of meeting or exceeding defined targets
- Someone proactive, creative and results driven
- Someone with passion, drive and determination to succeed
- Someone who is committed to upholding the hospice's values of Compassion, Accessibility, Respect and Excellence.

What are we offering?

Salary: £29,921 - £32,131 p/a

Hours: 37 per week

We are also proud to offer a wide range of benefits, including:

- A warm and welcoming working environment,
- Hybrid approach to working,
- 35 days annual leave inclusive of bank holidays, increasing with length of service,
- Contributory pension scheme,
- Free car parking,
- Subsidised lunches,
- Cycle to Work Scheme,
- Shopping, leisure and holiday discounts,
- On demand GP,
- Westfield Health - Health Cash Plan,
- Life Assurance,
- A range of Wellbeing initiatives.



Role requirements

- Build relationships with the local business community in order to engage them with the work of the Hospice.
- Work with the Fundraising and Community Engagement Manager and Director of Business Development to maximise the impact corporate supporters can have, through a combination of financial and in-kind support.
- Meet or exceed annual income targets
- Actively promote corporate participation in Hospice activities, including events and volunteering
- Actively recruit new corporate supporters and provide strong support and stewardship to ensure they continue to feel engaged in the work of the Hospice and maintain their support.
- Take a creative approach to developing new ways to engage existing and new corporate supporters and major donors
- Use the Hospice's CRM system (Donorflex) to keep strong and accurate records of all corporate fundraising activities.
- Work collaboratively with other members of the team to maximise opportunities – for example: volunteering, retail, individual giving, communications.
- Provide support to the wider fundraising team
- Develop and deliver corporate-focussed events, including the Hospice's Annual Ball – including ensuring all health and safety requirements are met.

Person Specification

Qualifications and Experience	<p>Essential</p> <ul style="list-style-type: none">• Experience of working in a fundraising or community engagement role, which required strong relationship building and networking skills.• Experience of meeting or exceeding defined targets• Experience of developing and maintaining strong relationships <p>Desirable</p> <ul style="list-style-type: none">• Experience of working in a corporate fundraising role• Experience of planning and delivering events• Experience of using a CRM system
Skills and Abilities	<p>Essential</p> <ul style="list-style-type: none">• Excellent organisational skills• Excellent verbal and written communication skills• Ability to engage people from a wide range of different audiences• A solutions-focussed, creative, problem solver
Personal Qualities & Attributes	<p>Essential</p> <ul style="list-style-type: none">• Results focused• Flexible and open to change• Emotionally resilient• Understanding of, and empathy with, a hospice environment• Team player who earns trust and respect• Positive, professional approach
Other	<p>Essential</p> <ul style="list-style-type: none">• IT literate• Full UK driving licence, with vehicle insured for business use• This role will involve having some flexibility to work occasional evenings and weekends. There will be a requirement to work hours outside of your normal working. When this is the case, notice and time off in lieu will be given.



How to apply

To apply for this role, applicants should submit up to date CV with a supporting statement setting out how you meet the criteria for the role to hr@wlh.org.uk

The deadline for applications is **Sunday 23 March**. Interviews will be held on **Friday 28 March and Tuesday 01 April** at Wigan & Leigh Hospice, Kildare Street, Hindley.

If you would like to discuss the role further, please contact hr@wlh.org.uk to arrange this.