



Fundraising Trustee

About the organisation

City by city, community by community, City of Sanctuary (CoS) is building welcome for people seeking sanctuary across the UK. So that wherever people seeking sanctuary go – whether it be schools, services, businesses, faith and community groups, or their own neighbourhoods and streets, they will find people who welcome them and understand why they are here. City of Sanctuary UK (the umbrella body) coordinates and facilitates networks, including grassroots refugee supporting organisations (over 80 groups in villages, towns, cities and regions), Sanctuary Ambassadors, local authorities and mainstream organisations (each sector is called a stream), which includes schools, FE colleges, universities, arts, libraries and museums and faith institutions. The City of Sanctuary movement is guided by a Charter which outlines who and what we are. Our aim is to build a movement of welcome for all, but particularly for people seeking sanctuary.

For more information visit cityofsanctuary.org

The role

The Fundraising Trustee will provide strategic oversight, guidance, and support to the Board on all fundraising and income-generation activities. This is a non-executive, voluntary role and does not involve day-to-day fundraising delivery, but rather governance and strategy.

Key responsibilities

As a Trustee, you will share collective responsibility for the governance and success of the organisation. In addition, the Fundraising Trustee will:

- Contribute to the development and oversight of the organisation's fundraising strategy
- Provide insight, challenge, and advice on income streams such as grants, donations, corporate partnerships, events, and individual giving

- Support the Board in setting realistic income targets and monitoring fundraising performance
- Help ensure fundraising activities are ethical, compliant, and aligned with the organisation's values
- Use your networks where appropriate to open doors to potential funders, partners, or supporters
- Act as an ambassador for the organisation and its fundraising aims
- Support, mentor, or advise staff or volunteers involved in fundraising (where relevant)

Person Specification

We particularly welcome applications from people from racialised backgrounds and those with lived experience of the UK asylum and refugee protection system. We are particularly interested in individuals who have experience or interest in one or more of the following:

- Charity or non-profit fundraising
- Grant funding, trusts and foundations
- Corporate partnerships or sponsorship
- Individual giving, major donors, or campaigns
- Sales, marketing, or business development experience relevant to fundraising

You do not need previous trustee experience. We are looking for someone who is:

- Passionate about our mission and values
- Strategic and able to see the "big picture"
- Willing to offer constructive challenge and support

- Comfortable working inclusively and collaboratively as part of a Board
- Committed to good governance and integrity

What you'll gain

- The opportunity to make a meaningful difference to a cause you care about
- Experience of charity governance at board level
- The chance to shape and influence long-term sustainability and impact
- A supportive, committed Board and management team

Time Commitment

The Fundraising Trustee commits to regular attendance at Board meeting which are held roughly 5 times per year with 4 online and 1 in-person meeting (usually in London). There will be an occasional requirement to attend the Executive sub group meeting on a Friday morning. In addition the Fundraising Trustee will be expected to work and communicate as required with the Chief Officer and co-chairs.

Expenses policy

Trustees can claim for any out of pocket expenses which must be agreed in advance with a Co-Chair. Each and every item of expenditure that trustees incur as a result of carrying out their duties must be supported by a valid original invoice/receipt.