Job Description

Job Title: Trusts and Foundations Lead

Location: Hybrid (based from our Stirling or Eastleigh office) or remote within the UK, with occasional travel to meetings and team events.
Salary: £38,000 FTE, pro rata (actual salary £22,800 per annum)
Hours: 22.5 hours per week (0.6 FTE), worked flexibly across 3-5 days per week

Contract: 12-month fixed-term contract

Line Manager: Head of Development and Fundraising

About us:

Learning through Landscapes is the UK's leading school grounds charity, dedicated to enhancing outdoor learning and play for all. Our vision is a society where the benefits of regular time outdoors are valued and appreciated, and outdoor learning, play and connection with nature is recognised as a fundamental part of education, at every stage, for every child and young person.

We have unrivalled expertise based on three decades of experience, practical action and research. With offices in England and Scotland and staff based across the UK, our team and our accredited network of outdoor learning experts have the capacity to work nationally and internationally. Click HERE for more information.

Main Purpose of the Post:

To develop and manage successful relationships with trusts, foundations and other grant-making organisations whose priorities align with Learning through Landscapes' vision and mission. The role will focus on identifying and progressing funding opportunities, writing funding applications to secure income for both projects and core costs, and providing excellent stewardship to existing funders.

What you'll be doing:

As the Trusts and Foundations Lead you will work closely with the Head of Development and Fundraising, and help strengthen the organisation's funding pipeline and contribute to the long-term sustainability of Learning through Landscapes.

Key responsibilities:

New business development

- Research and identify prospective trusts, foundations and grant-making organisations aligned with Learning through Landscapes' strategic priorities.
- Develop and maintain a robust funding pipeline, ensuring opportunities are progressed in a timely manner.
- Build and maintain positive relationships with prospective funders, identifying opportunities to strengthen engagement and develop long-term support.
- Work with colleagues to identify emerging projects, programmes and organisational priorities that could form the basis of funding applications.
- Monitor trends and developments in the trusts and foundations funding landscape to identify new opportunities.

Applications and income generation

- Develop high-quality, compelling funding applications, expressions of interest and supporting documentation for both projects and unrestricted/core organisational costs.
- Prepare project budgets and funding requests in collaboration with finance and programme colleagues.
- Support the Head of Development and Fundraising in developing major and strategic funding applications where required.
- Ensure all applications are tailored to funder priorities and clearly articulate Learning through Landscapes' impact.

Funder stewardship and reporting

- Provide excellent stewardship to existing funders, helping to build long-term relationships and maximise opportunities for repeat funding.

- Work with Project Managers to ensure the provision of high-quality monitoring reports and grant updates.
- Work with colleagues across the organisation to gather evidence, case studies, outcomes data and impact information.

Strategy and reporting

- Support the implementation of Learning through Landscapes' new fundraising strategy, with particular responsibility for trusts and foundations fundraising.
- Contribute to income forecasting and pipeline reporting.
- Provide regular progress reports to the Head of Development and Fundraising and Management Team.
- Maintain accurate records of applications, awards, reporting requirements and funder communications.

General responsibilities

- Keep abreast of developments in UK trusts and foundations fundraising and wider charity funding trends.
- Ensure fundraising activity complies with relevant legislation, GDPR requirements, the Code of Fundraising Practice and Charity Commission guidance.
- Maintain a strong understanding of Learning through Landscapes' strategy, programmes and the evidence base for outdoor learning and school grounds.
- Work collaboratively with colleagues across the organisation to support programme development, impact reporting and organisational objectives.
- Undertake other duties consistent with the nature and level of the post.

What you'll need:

Essential skills and experience:

- Significant experience of UK trusts and foundations fundraising, including securing five and six-figure grants.
- Proven experience of developing and managing a funding pipeline.

- Strong relationship-building skills, with the ability to establish and maintain positive relationships with funders and colleagues.
- Understanding of restricted and unrestricted funding, core cost recovery and project budgeting.
- Excellent written and verbal communication skills
- Strong research and analytical skills.
- Ability to work independently whilst collaborating effectively across teams.
- Strong organisational skills, with the ability to manage multiple priorities, meet deadlines, and maintain attention to detail and accurate records
- A commitment to the values and mission of Learning through Landscapes
- A commitment to highest level of safeguarding and a clear DBS or PVG check.

Desirable:

- Understanding of the importance of impact measurement and reporting in fundraising.
- Knowledge of GDPR and fundraising regulations, including the Code of Fundraising Practice
- Experience securing core/unrestricted funding and multi-year grants
- Experience of stewarding funder relationships and securing repeat funding
- Experience contributing to programme or proposition development
- UK driving licence and a car.

If you don't have all of the above but feel it could be the role for you, talk to us!

What we offer:

- Flexible working, subject to operational needs.
- Holiday (pro-rata) of 28 days + bank holidays + a "birthday gift" day
- Laptop and phone
- All mileage, travel & subsistence expenses
- Family & carer friendly policies
- Sick pay
- Salary sacrifice pension scheme – 5% employer contribution
- Subsidised Christmas meal
- A supportive and welcoming team of colleagues, including our 20+ Delivery Team members.

We're an equal opportunities employer. All suitable applicants will receive consideration for employment without regard to perceived/actual protected characteristics. We are a disability confident employer, if you'd like to apply under the scheme, please indicate this in your covering letter.

This position is not eligible for UK visa sponsorship. So, you will need to have existing right to work in the UK to be considered.

We are happy to support with any reasonable adjustments that are needed within the recruitment process.

If you would like an informal chat about the role, please contact the Head of Development and Fundraising, Hannah Stewart on 07467 869 728 or email hstewart@ltl.org.uk

How to apply

Please send the following by email to **recruitment@ltl.org.uk**

- Your CV (maximum two pages)
- A covering letter (maximum two pages) explaining your interest in the role and how your skills and experience meet the criteria
- Please complete our optional equal opportunities monitoring form here to help us better understand our recruitment process

The recruitment process:

This is a **rolling recruitment process**: applications will be reviewed as they are received and applicants may be called for a first round Teams Interview during the application window. For posts with a high volume of applicants, we may close the application window early to ensure we have enough time to review all submissions with the attention they deserve.

The final deadline for applications is 9am on 18th December 2026.

Shortlisted candidates will be invited to interview in person at the Eastleigh Office during the week commencing 4th January 2027.

Reasonable travel interview expenses will be paid.