

Community Fundraising Officer

Location: 89 Addison Road, London, W14 8BZ, and other Trust sites across London

Contract Type: Full time, all year round

Salary: £31,980-£33,870

Start Date: As soon as possible

The Saint John Southworth Catholic Academy Trust is seeking a motivated and relationship-driven **Community Fundraiser Officer** to join our Development Team. This is a new role and is a fantastic opportunity to build and nurture the Trust's fundraising and engagement goals.

About the Role

Working closely with the Development Manager and the Development Director, you will play a key role in strengthening relationships with the Trust's communities, supporting fundraising initiatives and delivering engaging communications and events that foster lifelong connections with the Trust and its schools.

Key Responsibilities

- Build meaningful relationships across school communities and alumni networks, bringing people together and inspiring them to support the Trust's vision
- Lead creative fundraising and engagement initiatives, from community campaigns to reunions and events, helping to drive a vibrant culture of giving
- Boost the Trust's growth and sustainability by supporting data-driven fundraising, managing donor stewardship, maintaining accurate customer relationship management (CRM) records, and contributing to strong grant proposals

What We Are Looking For

The ideal candidate will be:

- A confident communicator with excellent interpersonal and writing skills who can engage a vast range of stakeholders
- Experienced in relationship management, fundraising or engagement
- Organised, detail-oriented and able to manage multiple projects simultaneously
- Skilled in using CRM systems and digital communication tools
- Passionate about education and community building
- A team player with a proactive and positive approach

About the Trust

The Saint John Southworth Catholic Academy Trust is a growing family of Catholic schools (primary, secondary and post-16), a registered charity and a trading company committed to providing an outstanding education rooted in faith, aspiration and service.

Our Shared Services Team provides high-quality professional and operational support across the Trust, enabling schools to focus on teaching, learning and pastoral care.

What We Offer

- A supportive and collaborative working environment
- Opportunities for training and development to help you grow in your career
- The chance to contribute to a trust committed to delivering high-quality education and supporting staff wellbeing
- Hybrid working during school holidays
- Access to the Local Government Pension Scheme and generous holiday entitlement

How to Apply

For further details on the role, please view the Job Description and Person Specification via <https://www.sjscat.co.uk/Vacancies/> or visit our [website](#) to find out more about us.

To apply for this role, please complete the application forms available on our Vacancies webpage. Applications should be sent via email to hrteam@sjscat.co.uk.

Shortlisted candidates will be called for interview upon receipt of application, therefore we advise you to submit your application as early as possible to avoid disappointment.

The Saint John Southworth Catholic Academy Trust is committed to safeguarding and promoting the welfare of young people. All roles are subject to satisfactory vetting, including an Enhanced DBS check with Children's Barred List.

Join us in our mission to cultivate an educational environment that inspires growth, respect and academic achievement!