



Recruitment Pack
Fundraising Officer

September 2026

Dear Candidate,

Thank you for your interest in the Fundraising Officer role.

Anti-Slavery International is the world's oldest human rights organisation. Our vision is freedom from slavery for everyone, everywhere, always.

We believe that modern slavery is a contemporary issue of the highest importance, and we are determined to work with others to make sure people can be free from slavery across the world.

As our Fundraising team continues to grow and become increasingly ambitious, we require enhanced insight and research expertise to support our advocacy and fundraising goals. You will be responsible for building and managing a strong prospect pipeline across all income streams – helping to shape the future of Anti-Slavery International's partnerships and philanthropic relationships.

This role will suit someone who has expertise and experience in prospect research, donor insight, and fundraising strategy – and who is excited by the opportunity to build something new and impactful. This is an entry-level role with a mid-level of autonomy – perfect for someone looking to step into a pivotal position where their work will directly contribute to ending modern slavery. The deadline for applications is Wednesday 16th September 2026. Interviews will likely be held in the week beginning 21st September 2026. The start date for this role is end of October, though flexibility for an earlier or later date will be considered for the right candidate.

If you think this fits with your expertise and ambition, we would love to hear from you.

Best wishes

Ram Lamba
Head of Fundraising

Job Description

Fundraising officer

GRADE	B1
SALARY	£29,400 for 28 hours (4 days a week)
CONTRACT TYPE	Permanent, Part-Time
HOURS	This role is offered as a part-time position at 4 days a week. (28 hours a week)
LOCATION	Based in Vauxhall, London, with hybrid-working arrangements
DATE	1 st September 2026

ANTI-SLAVERY INTERNATIONAL

Anti-Slavery International is the world's oldest human rights organisation. Our vision is freedom from slavery for everyone, everywhere, always.

We believe that modern slavery is a contemporary issue of the highest importance, and we are determined to work with others to make sure people can be free from slavery across the world. Our strategy commits us to working on four focus themes to drive systemic change and help end slavery for everyone everywhere:

- Child Slavery
- Responsible business
- Migration & Trafficking
- Climate Change and Slavery

You can read more about us and how we work in the 'About Us' document [on our recruiting webpage](#).

THE ROLE OVERVIEW

Reporting to the Head of Fundraising and working closely with colleagues across fundraising and advocacy, this is a pivotal role within our team.

A key focus of the role is identifying and researching prospective supporters and funding opportunities. You'll play an important part in helping us understand who our potential supporters are, what motivates their giving, and where there are opportunities to build meaningful relationships and secure income for Anti-Slavery International. This research will be central to developing and strengthening our fundraising pipeline across philanthropy, trusts and foundations, institutional funding, and individual giving.

Alongside prospect research, you'll support the development and stewardship of donor relationships, helping to move prospects through the fundraising journey. This will include preparing colleagues and senior leaders for donor meetings, developing briefings and other materials, coordinating engagement and following up afterwards, as well as supporting timely and thoughtful stewardship.

You'll work collaboratively with colleagues across the organisation to bring together the information, insight and stories needed to make a compelling case for support. The role offers the opportunity to develop broad fundraising experience while making a direct contribution to growing income and building lasting relationships with supporters who share our mission to tackle modern slavery.

This is an exciting opportunity for someone looking to develop their fundraising career within a values-led human rights organisation.

KEY RESPONSIBILITIES

Role purpose

- Support on the wider fundraising team in delivering fundraising plans and achieving income targets across philanthropy, trusts and foundations, institutional funding, and individual giving.
- Assist with identifying and researching prospective donors, including charitable Trusts and Foundations, companies, major donors, and institutional funders.
- Support the development of compelling donor communications such as yearly unrestricted impact reports, funding applications, restricted reports, briefing materials, and stewardship updates.
- Help maintain and manage a pipeline of prospects and donors, ensuring accurate records of engagement activity, next steps, and relationship ownership.
- Lead on engagement calls with mid-value and prospective donors, supporting relationship-building activity and meetings with your line manager to support on major donors, Trusts and Foundations.
- Coordinate donor meetings, events, and engagement activities, including preparing agendas, presentations, and follow-up communications.
- Support stewardship activity to ensure donors receive timely, meaningful, and engaging communications that strengthen long-term relationships with ASI.
- Work collaboratively with colleagues across programmes, advocacy, communications, and senior leadership to gather information and develop fundraising materials.
- Assist with donor reporting and grant management processes, ensuring

deadlines are met and information is accurate and high quality.

Specific tasks

- Develop and maintain high-quality prospect research across philanthropy, trusts and foundations, institutional funders, companies and individual donors, identifying potential supporters whose interests, priorities and giving potential align with ASI's work.
- Actively manage and develop the prospect pipeline, using research and available intelligence to assess capacity, affinity and propensity to give, prioritise prospects and identify appropriate next steps.
- Research emerging funding opportunities, sector trends, donor priorities and potential partnerships, providing insight and recommendations to help the fundraising team identify and capitalise on new opportunities.
- Produce accurate and insightful prospect and donor analysis using the CRM, including pipeline updates, donor trends, giving patterns and engagement data, supporting fundraising planning, KPI monitoring and Board reporting.
- Support the wider fundraising team in delivering fundraising plans and achieving income targets across philanthropy, trusts and foundations, institutional funding and individual giving.
- Prepare high quality briefings and materials for donor meetings involving the Head of Fundraising, senior leadership and Trustees, and support the coordination, follow up and recording of donor meetings, calls and engagement activity.
- Support donor stewardship and relationship building, including developing compelling funding applications, donor reports, impact updates, briefings and other communications that strengthen long term relationships with ASI supporters.
- Work collaboratively with colleagues across programmes, advocacy, communications and senior leadership to gather information, develop fundraising materials and identify opportunities to grow income and supporter engagement.
- Maintain accurate prospect and donor records and support effective fundraising systems and processes, ensuring activity is recorded appropriately and complies with GDPR, fundraising regulations, due diligence requirements and ASI's Gift Acceptance Policy.

Other

- Conduct appropriate ethical screening and due diligence research on prospects and existing donors in line with GDPR and ASI's Gift Acceptance Policy. Ensure that all fundraising activity is compliant with regulations and legislation.
- Keep up to date with the latest developments in fundraising legislation and best practice.

- Ensure that all research information is updated in the CRM. Ensure that we are optimising the prospect functionality within the CRM and embedding best practice in the wider organisation.

PERSON SPECIFICATION

Essential

- Demonstrable experience in fundraising, donor engagement, administration, or supporter relations.
- Strong organisational skills with the ability to manage multiple priorities and deadlines.
- Excellent written and verbal communication skills.
- Experience of using databases or CRM systems to record, manage, and analyse information.
- Strong attention to detail and ability to produce accurate work.
- Experience using Microsoft Office 365, including Word, Excel, Outlook, Teams, and SharePoint.
- Ability to work collaboratively within a hybrid working environment.
- Commitment to the mission and values of Anti-Slavery International.

Desirable

- Experience within a charity or fundraising environment.
- Experience supporting trusts and foundations, philanthropy, or institutional fundraising activity.
- Knowledge of fundraising regulations and best practice.
- Experience using Raiser's Edge or similar CRM systems.
- Understanding of the UK fundraising landscape and charitable sector.
- Knowledge of human rights or anti-slavery issues.

Benefits

- **Annual leave entitlement of 30 days** (on a pro rata basis) plus bank holidays.
- We pay **6% into our recognised contribution pension with TPT Retirement Solutions**, with a mandatory employee contribution of 2%.

- We offer a range of employee benefits including employee assistance programme, cycle to work scheme, annual flu jabs and annual season ticket loan. We also pay for eye tests and a contribution of £105 towards glasses for every 2 years of working with Anti-Slavery International.

Terms and Conditions

- The position is based in Anti-Slavery International's office in Vauxhall, London, with hybrid-working arrangements in line with our policy.
- There may be a requirement for some out-of-hours work, for which time off in lieu is given.
- The role is subject to a probationary period of 2 months.
- Unison is the recognised trade union.

How to apply

This pack includes a job description, person specification and other background information. If you would like more information, please visit our website: www.antislavery.org

If you wish to apply for this position, please email a CV along with a supporting statement of no more than two pages, setting out why you want this role and explain how your skills and experience support your application.

Employers are required to ensure that any prospective employee has the right to work in the UK. Please confirm in your covering letter if you have the right to work in the UK. Please also include your earliest possible start date in your application.

Please submit your application to **jobs@antislavery.org** using the reference **Fundraising Officer Role** in the subject line **before midnight on 16th September 2026**.

Please also complete the equal opportunities monitoring form [at this link](#). The form is anonymous, and responses will be handled in strict confidence.

Interviews will likely be held week beginning 21st September 2026.

We appreciate the time and effort that applicants invest in applying for opportunities with Anti-Slavery International. Unfortunately, due to high numbers of applications we receive, we regret that it will not be possible for us to reply to candidates who have not been shortlisted for interview.

If you are shortlisted for interview, you may request for reasonable adjustments. This is to ensure that the interview process is accessible and inclusive.

Candidates must have the right to work in the UK.

We are committed in promoting equality, diversity and inclusion across the charity and our workforce. We particularly welcome and encourage applications from survivors of modern slavery, Black and Asian candidates and those from a diverse ethnic background, and disabled, LGBT+ and non-binary candidates.

We have a zero-tolerance policy on bribery and corruption, recognising that bribery is contrary to fundamental values of integrity, transparency and accountability and undermines organisational effectiveness.

We are committed to safeguarding the children and adults that our staff and representatives encounter, virtually and in-person. As such, candidates are required to commit to and uphold our organisational safeguarding principles, practice and procedures. These organisational policies include, but are not limited to, the Code of Conduct policy and Safeguarding policy. We maintain a strict zero-tolerance policy towards bullying, harassment, sexual exploitation or abuse, of any form, perpetrated by any representative of the organisation.

The purpose of this Code of Conduct is:

- To guarantee high standards of staff behaviour and integrity
- To safeguard our staff's, interns' and volunteers' welfare and that of external stakeholders with whom we work or come into contact
- To protect our reputation and interests

This role may require a DBS check for traveling to projects where there is access to vulnerable groups.

In accepting appointment, you undertake to regulate your conduct in line with the requirements of this code and to undergo any background checks that may be required.

As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), we comply fully with the Code of Practice and undertake to treat all applicants for positions fairly. We undertake not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed.



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UK Registered Charity No.1049160

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