

CPR Trustee – Fundraising lead

The CPR is at the start of a dynamic phase, having moved from an unincorporated loose entity to CIO (Foundation model) a year ago.

It is looking for a trustee with fundraising expertise to help the charity grow so as to deliver its stated objectives, as set out in its Strategic Plan 2020/22.

Current situation

Over the past 12 months the following has been put in place around finances:

- Creation of a Fundraising group, made up of three trustees
- Produced a three-year strategy including an outline FR plan
- Set up online shopping platform linked to new bank account and PayPal
- Set up a new accounts package, QuickBooks, so as to be compatible with charity accounting providing easier and more accurate fund reporting
- Produced the 2019 draft accounts ready for sign-off
- Creation of a Finance and General Purposes Committee, and a Comms group.

Main Duties of the FR Lead on the board

- Review the fundability of the desired deliverables in the 2020/22 strategy
- Review the outline FR strategy, with the FRG and Chair
- Help oversee the work of the soon-to-be-contracted in freelance bid writer
- Review the effectiveness of its two current income streams: membership and merchandising.
- Assist the chair and vice chair with the development of a major donors' programme

Accountable to:

Individually to the chair, and collectively the Board.

You

- Numerate and creative
- Charity FR experience essential
- Board experience useful but not essential
- Must be able to commit a minimum of 2 full days per year (AGM and Strategy day), and an afternoon per quarter for board meetings
- Be able to travel into London for board meetings
- Work of the FR Committee will take about two hours a week equivalent
- Love of pilgrimage, walking, or cycling would help but not essential

Background to the CPR

- Been around since 2006
- Registered as a charity, CIO Foundation model, 20/02/19
- Eight trustees, working its way to achieving 12
- Strategic Plan 2020/22 in place
- Annual Business Plan 2020 in place
- No staff but is working towards that end
- Internationalist in perspective
- Induction programme being written
- A number of operational policies in place e.g. Recruitment of Trustees
- Website being refreshed, <https://pilgrimstorome.org.uk/>

Process

Check out the CPR website. If you want to learn more, contact Carlo Laurenzi, chair of the board of trustees on chair@pilgrimstorome.org.uk

March 2020