

Trustee: Fundraising

The Pituitary Foundation, a national charity based in Bristol, is looking for a Trustee with fundraising experience to join our Trustee board.

About The Pituitary Foundation

The Pituitary Foundation is the UK's leading charity providing support and information for people living with pituitary conditions, their families, friends and carers. Pituitary conditions are uncommon and usually lifelong and include acromegaly, Cushing's, prolactinoma, AVP-Deficiency and hypopituitarism.

We are a small but very effective charity with ten friendly members of staff, mainly based in our Bristol office, and a team of brilliant volunteers across the country.

Our Trustees are an amazing group of individuals bringing lived experience as well as a range of professional skills to the table. A small group of Trustees sit on the Finance Committee, a group delegated to interrogate finances and make relevant recommendations to the Trustee board. This position may join that committee.

It is an exciting time to join our work. We have a new website, a refreshed identity and an ambitious strategy which we are excited to achieve.

Our Fundraising

Our Head of Fundraising is supported by our Administrator and volunteers. Income has grown to around £460,000 - £500,000 annually which we are hugely proud of. To achieve our ambitions, and be truly inclusive we would like to increase our income by around £250,000p.a.

Currently just under a half of our income comes from individual donations and challenge event fundraising. Around a quarter comes from earned income including membership and the remainder from corporate donations, trusts and foundations and legacies.

What's involved

We hold a minimum of 4 meetings a year as a mix of in person (at our central Bristol office) and online using Teams.

We also have an annual AGM and a couple of significant events across the country that we expect Trustees to attend where possible.

We expect the role would require around 2 hours a month in addition to meetings which include reviewing strategy, speaking with staff or other Trustees.

The role is voluntary. Expenses will be paid where agreed in advance.

About the Role

Trustees are ultimately responsible for the work of The Pituitary Foundation. You will:

- Uphold, and be committed to the vision, mission and values of the organisation.
- Contribute to the overall strategy development particularly focussing on the fundraising component.
- Ensure the strategy is being best achieved and is still fit for purpose, for example by interrogating staff reports and analyzing reported outcomes.
- Engage in Trustee meetings contributing to discussion openly, honestly and with respect.
- Ensure that the Charity complies with all statutory, legal and financial requirements of a charitable organisation and its own governing document.
- Ensure that the Charity is fiscally responsible and manages risk well.
- Appoint the CEO and monitor their performance.
- Challenge and champion the work undertaken by staff, providing support and stretch to help the potential of the charity be fully realised.
- Offer specific support sharing professional and technical expertise particularly in terms of fundraising with staff members.
- Champion the work of The Pituitary Foundation, accessing networks, opening doors and generally helping us excel.
- Enthusiastically commit to the role, devoting the time and effort needed, and undertaking training where required.

The Pituitary Foundation believes in diversity and equality. We especially welcome applicants who are under-represented within the charity sector and want to build a team with a diverse range of perspectives, backgrounds and skills. You do not need to have lived experience, or direct knowledge of Pituitary conditions – just empathy and an appetite to learn. We know that a diverse team is a strength, and we look forward to hearing from all interested applicants.

How to Apply

Please send a cv and cover letter, or film of an equivalent length which includes:

- Why you are interested in this opportunity,
- How your skills and experience are relevant
- The names and contact details of two referees. We will not contact your references without informing you.

Complete this [short, confidential, equalities survey](#) to inform future recruitment. This is not connected to your application.

Applications should be emailed to ren@pituitary.org.uk

Deadline for applications: by Sunday 28 January 2024