



ST MARGARET OF
SCOTLAND HOSPICE
CHRIST'S LOVE IS OUR INSPIRATION

Job Description	
Job Title	Area Fundraiser
Immediate Line Manager:	Head of Fundraising, St. Margaret of Scotland Hospice
Responsible To:	Chief Executive/Director of Corporate Services
Date Approved:	09 June 2026
Ethos	
- Founded in 1950 by the Religious Sisters of Charity, the Hospice continues to uphold the principles of the Catholic faith. - Following the teachings of Christ, the Hospice cares for patients and employs staff from all communities, irrespective of their religion or belief. - The ethos of the Hospice is can best described in the affirmation; "Christ's Love Is Our Inspiration."	
Core Values	
Five core values shape how we care, how we work, and how we treat each other. Justice We act with integrity and respect the rights of others. Advocacy We champion the rights of the sick, the poor and the vulnerable. Respect We respect human dignity and the sacredness of life. Quality We promote excellence and continuous improvement in patient care. Compassion We demonstrate understanding, empathy and sensitivity in all we do.	
Job Purpose	
St Margaret of Scotland Hospice was the first in Scotland and remains unique in our delivery of palliative and end of life care. For more than 75 years, the Hospice has served the localities of East and West Dunbartonshire and Northwest Glasgow, but its reach extends to almost every part of Scotland.	



The Hospice and its grounds offer a peaceful, tranquil environment for patients and their families. All care and support is delivered free at the point of need and there is no specific limit to the length of time a patient and family may stay in the Hospice. Once referred to the Hospice for inpatient care, we remain on the journey until our compassionate support is no longer required.

Our people, both paid staff and volunteers are fundamental to the Hospice. Their dedication and commitment underpin the success of the Hospice and are essential in enabling us to deliver compassionate, high-quality care to patients and their families.

This role sits within our Fundraising Team, which raises funds from a variety of sources including companies, schools, community groups, trusts and individuals within our community. This role is pivotal in the planning and implementation of fundraising events, campaigns and activities to ensure our supporters are active, and that they have an excellent experience of fundraising for St Margaret of Scotland Hospice.

Fundraising Responsibilities:

Area Fundraising:

- Work closely with the Head of Fundraising gain support from local clubs, groups and associations to raise income and awareness of the Hospice services.
- Work closely with the Head of Fundraising to develop an active community fundraising programme, including empowering and training staff, volunteers and volunteer supporter groups to manage community fundraising initiatives.
- Support the development of the charity's events e.g. Festive & Summer Events.
- Identify corporate fundraising partners to develop a diverse portfolio and sustainable corporate fundraising streams.
- Work with colleagues and volunteers across the charity to proactively identify fundraising opportunities where our values are aligned and we can achieve the biggest positive net profit for the Hospice.
- Represent the Hospice at networking opportunities both online and in person and link with partners and organisations for mutual gain.
- Operate as an ambassador for fundraising across the charity engaging key funding partners, donors and influencers to identify the most impactful fundraising opportunities and build sustainable fundraising relationships.
- Strengthen existing relationships with key supporters to take forward fundraising priorities.
- Develop long term relationships, with clear, focussed stewardship plans, to maximise future funding potential.
- Work closely with the Head of Fundraising to develop and manage fundraising campaigns, liaising with internal and external contacts to create impactful storytelling and supporter engagement as an integral part of fundraising activity.
- Work collaboratively with colleagues across the charity to develop compelling and inspiring donor and supporter communications and materials to strengthen the donor journey and fundraising targets.



Campaigns

- Work closely with the Head of Fundraising in the development of annual fundraising campaigns; from initiation, case for support to monitoring to results analysis and reporting.
- Manage cultivation and stewardship plans for donors.
- Build relationships with long term supporters to appropriately reflect their support.

Reporting

- Reporting to the Head of Fundraising.
- Work within St Margaret of Scotland Hospice policies and procedures contributing to the delivery of an effective fundraising service that promotes our mission, vision and purpose.
- Be aware of and comply with all relevant hospice policies and procedures including those relating to health and safety, fire safety, data protection, IT and standing financial instructions.

Personal Development

- Identify own learning and development needs to meet the key requirements of the post.
- Take responsibility for own continuing development by undertaking specific areas of work/projects to develop new skills.
- This role requires some flexibility. The post holder must be able to support fundraising activity and attend hospice fundraising events which will include some evenings and weekends. These will be agreed in advance and time off in lieu will be given.

Performance Review

The jobholder's review of performance is undertaken through the agreement of performance objectives and individual performance appraisal as determined by the Head of Fundraising.

All Hospice roles have a 12-week probationary period and regular work planning meetings.

Formal appraisal is annual but regular informal reviews will take place between the jobholder and line manager.

Qualifications, Experience and Knowledge

The role includes a wide range of responsibilities across the strategic planning, finance, fundraising, and governance functions of the Hospice.

The Area Fundraiser will need to have a range of experience and knowledge, including the following:

- Ability to co-create, develop and implement plans and strategies to increase fundraising.
- Experience in developing funding propositions, create compelling communications and manage stewardship and cultivation plans.
- A high level of interpersonal skills with a visible and authentic leadership style.



- Knowledge of the fundraising landscape and the role of Hospices in the delivery of healthcare, including palliative care.
- Understanding of the Code of Fundraising Practice as set out by the Fundraising Regulator and as applied in Scotland.
- It is desirable but not essential that the postholder has experience of working with volunteers or of being a volunteer.

Skills/Abilities

- Excellent communication skills.
- Excellent personal organisation skills with a high attention to detail.
- Able to manage several tasks at any one time.
- Strong interpersonal skills and the ability to deal with a diverse range of people.
- An empathy with volunteers and an understanding of their needs.
- A flexible and non-judgemental approach to people and work.

Other

- Commitment to work within the values and ethos of St Margaret of Scotland Hospice
- Some evening and weekend work may be required
- A valid driving licence is required with access to a car
- Successful candidate will be subject to a PVG Check

This job description is not exhaustive and may be amended as necessary. Other duties within the general level and scope of the post may be required.