



An Cosán is currently recruiting for the position of **Development Lead**. The Development Lead develops and implements An Cosán’s strategic approach to raising funds against agreed strategic targets. They are responsible for the short, medium and long-term planning, tracking, management and compliance of the organisation’s funding strategy. The Development Lead prepares, coordinates and writes all funding proposals and applications in support of the organisation’s strategic direction. The role requires an experienced professional with a proven track record of development activity in the not-for-profit sector, who is an enthusiastic self-starter, producing high quality outputs with exceptionally persuasive networking and writing skills.

Role Title:	Development Lead
Reporting To:	Operations Manager, with dotted reporting line to Finance Manager
Contract:	Permanent
Probation:	9 months
Place of work:	Tallaght, Co. Dublin (Hybrid options may be negotiable)
Role Context:	Diversify and increase our funding: grow unrestricted and core funding and attract financial support from new sources, streams and markets.

An Cosán

An Cosán (Irish for ‘The Path’) is Ireland’s largest community education organisation. The mission of An Cosán is to bring about social equality and an end to poverty through community-based adult education, the provision of early years supports and empowering social enterprise development. Over the past three decades, An Cosán has provided pathways to empowerment via community education for thousands of people. The organisation has expanded its reach to a national scale using technology to deliver virtual access to its range of learning programmes. Operating from a position of strength and financial stability An Cosán wishes to develop its funding sources in order to accelerate implementation of its strategy vision 2026: Transforming Lives Together.

Key Responsibilities

- Develop and implement the short, medium and long-term organisational funding strategy.
- Diversify and increase funding by growing in particular unrestricted and core funding.
- Build strong strategic partnerships with a network of funding partners across the public, philanthropic and private sectors.
- Develop and manage networking strategies to achieve and increase fundraising targets.
- Optimise linkage between organisational strategy and funding opportunities (grants, fundraising events, partnerships with corporates, new sources of funding, new markets etc.).
- Understand and align ongoing and emerging needs of Adult Community Education, Early Years, Counselling and Family Supports, amongst other services, to relevant funding opportunities.
- Monitor and keep informed of current fundraising trends and activities nationally and in the not-for-profit sector.
- Plan all funding strategies in conjunction with relevant managers to inform research, exploration and identification of new funding opportunities and replacement funding.
- Take ownership of gathering, analysing and synthesising all proposal inputs, co-ordinating and reviewing content from all contributors.
- Prepare, produce and submit all grant applications and proposals by writing and editing high quality and compelling content for competitive proposal processes.

- Ensure all pitches, presentations and packs are of highest quality to effectively communicate the value of An Cosán's mission.
- Collaborate with the internal Communications team to capture and adapt stories of change to demonstrate impact to funders.
- Establish and maintain effective working relationships across the organisation to ensure funding management is properly embedded in all necessary processes and activities.
- Collaborate with colleagues in the Operations and Finance teams and the wider teams to plan, manage and execute fundraising events.
- Ensure accountability and compliance for all grants received and full adherence to grant agreements, including writing and submitting relevant returns and reports. Build and maintain strong relationships and tracking processes.
- Monitor funding in conjunction with Finance Team, measure expenditure against budgets, produce strong Management Information and keep management advised on progress, highlighting possible issues and providing creative solutions for same in order to ensure fundraising deliverables are achieved.
- Engage with supporters and prospective supporters to obtain and utilise qualitative and quantitative feedback to continuously improve and optimise our relationships with stakeholders.

Essential Skills and Core Competencies

- Excellent relationship and network building capabilities.
- Skilled fundraising knowledge especially in the application of new and emerging technologies.
- Creative thinking skills with a talent for adapting to innovation in the funding arena.
- Exceptional writing, editing and literacy skills. Ability to write clearly and concisely, producing compelling narratives of publishable standard.
- Strong numerical and analytical ability with financial acumen with competency to manage and track grant expenditure.
- Strong communicator and team player.
- Enthusiastic and disciplined self-starter, with a target driven approach.
- Excellent attention to quality and detail.
- Proven organisational skills, comfortable working under pressure, to tight deadlines and multi-tasking.

Experience and Knowledge

Essential

- At least 5 years' experience of development activity in the not-for-profit sector, with proven results.
- Proven ability to plan, target-set and implement funding strategies.
- Proven ability to raise funds by writing successful grant applications.
- Proven ability to raise funds via successful fundraising events.
- Proven ability to network, build and manage relationships with funders and donors.
- Excellent IT skills, including MS office with advanced proficiency in Word, Excel and PowerPoint.
- Understanding of and commitment to the educational ethos of An Cosán.
- Commitment to An Cosán's mission and values.

Salary: €50,000 to €55,000 per year, commensurate with experience

Annual leave allowance: 24 days increasing by one day annually to a maximum of 27 days

Application Process:

Please email the following documents to jobs@ancosan.ie clearly marked 'Development Lead '

- Cover letter
- Curriculum Vitae

Closing date for applications is Monday 11 March, 2024.