



Interim Funding & Communications  
Manager

Candidate Information Pack

January 2024

## Interim Funding & Communications Manager role at Zarach (maternity leave cover)

Zarach is the children's bed charity, on a mission to end child bed poverty in England. In 2023 we reached our fifth birthday as a registered charity and surpassed delivering our 6000th bed to a child without the sleeping arrangements they need due to a lack of household financial resources.

Our story and cause have captured people's imagination. We have received incredible regional and national media coverage and been humbled by the financial and in-kind support from so many individuals, businesses, community groups and funders.

Zarach was formed in Leeds, West Yorkshire. We now have an increasing presence across West Yorkshire and have several local hub partners. Due to the increasing levels of children living in poverty and destitution, we have the clear intention to reach more children and families across England, focusing on areas where are needed most. Alongside the provision of beds and wrap-around Family Engagement support, we also want to use the experiences we are gaining to influence and campaign for better policies and practices that will reduce and eradicate child poverty.

## The role

Our Funding & Communications Manager is due to go on maternity leave at the beginning of February 2024 and we are looking for an experienced charity leader, with proven fundraising and/or communications skills and experiences to join our team, sitting on the National Leadership Team, for the maternity leave period. The right person will need to be able to spend time in and around Leeds and undertake regular travel across England to meet with a wide range of stakeholders and partners. A degree of flexibility will be required for some evening and/or weekend activities but these will all be with advance notice.

### Main aims of the Funding & Communications Manager role

- Be a mission-driven and values-led member of Zarach's team, living, championing, and advocating for Zarach's work and families supported, internally and externally.
- Be a member of Zarach's National Leadership Team, engaging and contributing to the achievement of the overall organisation plan, as well as that of your particular areas of work.
- Lead on the development and implementation of fundraising and corporate engagement plans that help secure the resources required in the pursuit of Zarach's mission and achievement of the agreed organisational plan.
- Lead on the development and implementation of an internal communication plan that ensures all internal stakeholders feel included, informed, valued, and engaged with our work.
- Lead on the development and implementation of external communications plans that ensure all external stakeholders feel valued for their support, keeps our work and messages prominent and that supports our influencing and campaigning aims.

### The people you'll be working with

There are 14 staff in total at Zarach and in this role you will join our National Leadership Team and report into Zarach's CEO, Andy Peers.

You will be managing a team of three, comprising a Communications Lead, an Individual Giving & Community Fundraising Lead and a Trusts & Foundations Fundraising Lead.

## What it's like to work here

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Working at Zarach is never dull! As a still relatively young charity, and one that has experienced continual growth, we recognise that we're still in a period of significant development across most areas of our work.

From developing new models of service and support to the database that will help us gain valuable insights and understanding, there's a lot going on. Being able to both personally embrace an environment of ongoing change, and support others through this, is an essential leadership quality you'll need to have.

But what unites us is being a mission-driven and values-led team. We talk about mission and values daily, and really strive to be the best representatives of these in all that we do, both internally and externally.

## The timings, salary, and other information

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We would like the interim Funding & Communications Manager to start in January 2024 and to remain in post for up to 12 months whilst our current Funding & Communications Manager is on maternity leave. Her maternity leave starts at the beginning of February, and we would like to have an overlap period before she leaves.

The time commitment would be around 3-4 days a week (22.5-30 hours), and though we work on a remote basis, we would expect the post holder to spend time in and around Leeds and undertake regular travel across England. We are relaxed about whether this role is on payroll or works on a day rate basis. We are able to afford a salary or equivalent of £38-42,500 a year and are able to look at creative working options.

## The qualities we are looking for

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- Experienced charity leader with proven fundraising and communications skills
- Flexible and adaptable turning your hand to all manner of things at short notice
- Good at delivering business as usual but also looking at strategy and planning

To get to know more about us and the space within which we work, we would encourage those interested in this opportunity to have a look at us across all forms of social media. We

would also recommend reading [this recent Barnardo's report](#), on the impact of the cost-of-living crisis on bed poverty and [JRF's most recent report on Destitution in the UK](#).

## The appointment process

If the opportunity to join our team – to be part of helping us build on the incredible national platform we have, and to help more children start to get a good night's sleep, enabling them to engage well at school and have a chance to break the cycle of poverty – is compelling for you, [click here to apply](#) with an up to date CV and a covering letter. Or, send a short video of no more than five minutes to share your key achievements with us and why you feel we are the right fit for you, to our recruitment partner Bernice Rook, [bernice@eastsidepeople.org](mailto:bernice@eastsidepeople.org), at [Eastside People](#). The closing date for applications is **Monday 15 January 2024**.

If you would like to have a discussion with Andy Peers, Chief Executive before deciding whether to apply, we can sort that out through Bernice at Eastside People.



# Eastside People

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