

BRIEF

Freelance Fundraiser

Region: Midlands & East

Job Type: Consultant

Fee: £6000

Location: Hybrid



BOURNE ARTS AND COMMUNITY TRUST (BACT) wishes to appoint a Fundraiser to support the development of The National Lottery Heritage Fund supported project, “Celebrating 200 years of Worth”.

This role is offered on a freelance basis, the post holder being responsible for all tax and insurance. The fee is inclusive of VAT and all expenses including travel. Payment schedule will be mutually agreed upon appointment.

Deadline for applications: 12 May 2025

Background

BACT is a registered charity which has managed Wake House in Bourne, Lincolnshire since 1999. We have 9 volunteer Trustees and four part time staff. Our mission, briefly stated, is to provide facilities for socially useful organisations and activities, and to preserve Wake House which is a Grade II listed building. Wake House is an essential community resource for organisations which support disadvantaged people; in particular those at risk of social isolation or suffering from mental and physical health challenges.

The historic building, prominently located on Bourne’s high street, contributes greatly to the street scape and is a key building in the Bourne Conservation Area. Wake House is owned by local charity, Bourne United Charities (BUC), which has granted a long lease to BACT. The building was neglected prior to BUC’s purchase, but since then, because of the long lease, BACT has been able to restore part of the building improving the face it presents to Bourne’s main street.

Our building is also the birthplace (1825) of Charles Worth who moved to Paris as a young man and founded “Haute Couture” and “The House of Worth”, a very successful international business; this heritage creates considerable interest and as part of the project we wish to celebrate the 200-year anniversary of his birth with research, events and interpretation.

Celebrating 200 years of Worth

Celebrating 200 years of Worth is a ~£1,000,000 capital project. £202,526 of funding has been secured for the project’s Development Phase (£140,126 from The National Lottery Fund). The Development Phase will run from March 2025-March 2026.

The project will undertake essential building repairs to the grade II listed, Wake House. The proposed works include sensitive re-rendering, the repair and replacement of timber framed and Crittall windows, and access improvements into and around the building.

The capital works programme includes proposals for environmental measures such as the introduction of thin “heritage” double glazing to the building.

Alongside the capital project, a wide-ranging Activity Plan will research, interpret and celebrate the story of Charles Frederick Worth with a focus on Worth’s local, national and international connections. In the Development Phase a series of pilot activities will include; the publication of findings from a volunteer research group, a textile summer school, a range of talks from subject specialists, and a town wide celebration event marking 200 years since Worth’s birth (October 2025).

In the Delivery Phase, is it anticipated the Activity Plan will establish, and/or deepen, a wide range of partnerships with other organisations and venues who are connected to Worth’s story, both in Lincolnshire, nationally and internationally.

The Brief

The Fundraiser will report to the Project Board, which includes nominated representatives of BACT’s trustees including the Chair of Trustees, and a Project Manager.

In the Development Phase (May 2025 – Dec 2025) the Fundraiser will:

- Draft a fundraising strategy for match funding for the project
 - Target £10,000 in the Development Phase
 - Target £125,000 in the Delivery Phase
- Support BACT trustees to create a Case for Support for the project
- Create a prospect list for small trust fundraising
- Lead author <3 larger value trust applications or asks
- Advise on event fundraising connected to the project’s anniversary event in October 2025
- Mentor and support BACT trustees with fundraising responsibilities
- Contribute to The National Lottery Heritage Fund Development Phase review expected in December 2025

Timescales

The Development Phase contract will run from appointment in May 2025 – the Delivery Phase application submission (anticipated February 2026).

If the project is successful in gaining funds for the Delivery Phase the Delivery Phase is anticipated to run August 2026 – December 2027.

Application Process

For enquires and to respond to tender please email:

Dale Copley, Project Manager
hello@lodeheritage.com

Including:

- an up-to-date CV
- a brief statement of your interest in the project
- detail relevant experience including two examples of recently completed relevant contracts
- a detailed methodology
- itemised costings including day rate
- detail of your availability