

STRATEGIC PARTNERSHIPS MANAGER – PHILANTHROPY

Job description

Location	London or New York (Two days a week in the office)
Hours	37.5 hours per week (London) / 40 hours per week (New York)
Reports to	Senior Strategic Partnerships Manager, Institutional Foundations
Start date	ASAP
Application deadline	7 th September 2026, 9am New York time <u>(2pm UK time)</u>

About the Freedom Fund

At the Freedom Fund, we believe in the power of frontline leadership to end modern slavery. We are a collaborative fund that exists to get resources where they are most needed, into the hands of those working directly to dismantle systems of exploitation. Since our founding in 2014, we've invested over \$100 million into community-based organizations across Asia, Africa, and South America, supporting survivors, building movements, and creating lasting change.

We know that human trafficking and forced labour are not abstract issues, they are deeply rooted in injustice, inequality, and systemic failure. As we look ahead to 2030, our new strategy focuses on doubling down on what works: investing in frontline partners, amplifying survivor leadership, influencing global systems, and shifting power and funding to communities. By the end of this strategic period, we aim to directly improve the lives of 2.5 million people currently in or at risk of slavery, strengthen anti-slavery movements across 11 countries, and mobilize \$400 million in support of our shared mission.

We are committed to being a values-driven employer. Our organizational culture is warm, collaborative, and committed to continuous learning. We strive to be a place where people feel safe, valued, and able to do their best work in service of our vision: a world free of slavery.

About the position

The Strategic Partnerships Manager is a key member of the Freedom Fund's Strategic Partnerships team, supporting the growth of the organisation's private philanthropy

portfolio (covering both institutional foundations and, occasionally, individual philanthropy). Reporting to the Senior Strategic Partnerships Manager – Institutional Foundations (SSPM), the postholder will work collaboratively with colleagues across the U.S., the U.K., and globally to advance fundraising from foundations and other philanthropic partners while contributing to broader fundraising priorities across the Strategic Partnerships team.

Working closely with the SSPM, the Manager will manage a growing portfolio of institutional funders with capacity to give up to \$250,000 annually and will support on transformational funding relationships of \$500,000 and above.

Key responsibilities will include: identifying and qualifying prospective funders, supporting the development and implementation of donor engagement strategies, leading the development of high-quality proposals and donor reports, developing compelling donor communications, and building meaningful relationships with donors and prospects. The role also partners closely with colleagues across Programs, Finance, Communications, Events, and other teams to ensure fundraising efforts are well coordinated, strategically aligned, and positioned for success.

While the role will primarily focus on institutional foundations, the postholder will also contribute to broader private philanthropy initiatives as organisational needs evolve. Over time, the role may assume responsibility for managing a small number of individual philanthropy donors within their portfolio.

This is an exciting opportunity for a collaborative, proactive, and detail-oriented fundraising professional who enjoys translating strategy into action and contributing to a high-performing philanthropy team.

Responsibilities

Private Philanthropy Fundraising & Donor Engagement

- Manage a personal portfolio of mid-level institutional foundations and individual philanthropists and support the SSPM on transformational institutional foundation relationships.
- Partner with the SSPM to identify, research, and qualify prospective funders and support the development and implementation of donor engagement strategies.
- Conduct prospect research and monitor philanthropic trends to identify funding opportunities and inform fundraising strategies.
- Prepare donor profiles, briefing materials, and other research to support donor cultivation, solicitation, and stewardship.
- Write donor correspondence, stewardship communications, grant reporting and other written materials to support donor engagement.
- Coordinate and hold donor meetings and engagement activities, ensuring timely preparation, follow-up, and tracking of next steps.
- Manage select donor engagement events as appropriate, with support from the Events Manager.

- Maintain accurate donor records, fundraising pipelines, and related information in Salesforce.
- Contribute to broader private philanthropy initiatives, including select individual philanthropy activities, as organisational priorities evolve.

Proposal Development & Stewardship

- Lead the development and drafting of high-quality proposals, concept notes, narrative reports, and other donor deliverables in partnership with colleagues across Programs, Finance, Communications, and other teams.
- Coordinate cross-functional input into proposals and reports, synthesizing technical and programmatic information into clear, compelling, and donor-focused narratives.
- Coordinate and review grant and proposal financial reporting and development in partnership with the Freedom Fund's Finance team.
- Manage proposal and reporting timelines to ensure timely, accurate, and donor-compliant submissions.
- Ensure consistency, accuracy, and alignment of donor deliverables with Freedom Fund priorities, messaging, and donor requirements.
- Support donor stewardship activities to strengthen relationships and ensure an excellent donor experience.

Strategic Partnerships Team Collaboration

- Partner closely with colleagues across Programs, Finance, Communications, Events, and other teams to support coordinated fundraising efforts.
- Contribute to cross-team fundraising initiatives, donor events, and Strategic Partnerships projects.
- Contribute to improvements in fundraising systems, processes, and tools to strengthen collaboration and efficiency across the team, including leading on specific process improvement projects as needed.
- Share knowledge, insights, and best practices to support a collaborative and high-performing Strategic Partnerships team.

Qualifications and experience

Essential

- Outstanding English writing and editing skills, with demonstrated ability to create high-quality proposals, donor reports, communications, and other fundraising documents that translate complex information into clear and compelling donor narratives.
- Minimum of five years of progressively responsible experience in philanthropy, institutional fundraising, nonprofit development, or a related field.
- Experience managing a portfolio of funders and prospects, with demonstrated success in growing income and pipeline development.

- Experience conducting prospect research, donor analysis and donor cultivation and engagement activities.
- Experience coordinating the development of narrative and financial proposals, reports, and other donor deliverables in collaboration with multiple stakeholders.
- Good understanding of institutional philanthropy and grant-making processes, including proposal development, donor stewardship, and grant reporting.
- Strong organizational and project management skills, with the ability to manage multiple priorities and meet deadlines.
- Experience using Salesforce or another CRM to manage donor information and fundraising activities.
- Strong analytical, research, and problem-solving skills, with the ability to synthesize complex information into clear, compelling communications.
- Familiarity with the human rights, social justice, international development, or nonprofit sectors, with a commitment to the Freedom Fund's mission and values.
- Entitled to work in the UK or USA without work permit sponsorship

Desirable

- Experience supporting senior leaders in donor cultivation and stewardship.
- Experience working across multiple functions (e.g., Programs, Finance, Communications) to coordinate proposals, reports, or donor deliverables.
- Experience working in or alongside a global organization.
- Experience planning or supporting donor events, site visits, or other donor engagement activities.
- Experience working in a small or growing fundraising team.

Personal Attributes

Essential

- A strong commitment to the Freedom Fund's mission, values, and goals, with a passion for advancing human rights globally.
- Strong initiative, sound judgment, and the ability to work independently while seeking guidance when appropriate.
- Exceptional attention to detail and commitment to producing high-quality work.
- Excellent interpersonal and communication skills, with the ability to build productive relationships with colleagues and external stakeholders.
- A collaborative, team-oriented approach and willingness to contribute across a dynamic fundraising team.

- Excellent organizational and time management skills, with the ability to manage multiple priorities in a fast-paced environment.
- A proactive, solutions-oriented mindset with a willingness to learn, contribute ideas, and continuously improve.
- High levels of professionalism, integrity, and discretion when working with confidential information and senior stakeholders.
- Strong cross-cultural communication skills and the ability to work effectively with colleagues and partners across diverse backgrounds.
- Willingness and ability to travel domestically and internationally, as required.

Compensation

London

- £54,900 - £56,345 per annum
- 10% non-contributory pension scheme.
- 25 days' vacation per annum, plus 8 national holidays; plus 3 days Christmas closure
- Positive work culture that supports good work life balance.
- Access to mental wellbeing platform.
- Annual learning and development budget.
- Season ticket loan and cycle scheme available.
- Generous parental leave allowance and pay.

New York

- Salary: \$88,426 to \$90,753 annually.
- Contribution to 401k
- 25 days' vacation per annum, plus 8 national holidays plus 3 days Christmas closure
- Positive work culture that supports good work life balance.
- Access to mental wellbeing platform.
- Annual learning and development budget.
- Generous health benefits package
- Additional cover is provided for spouses and dependents.
- Generous parental leave allowance and pay.

Application procedure

Applications should be submitted in English and include a CV, cover letter (maximum one page), and contact details of two professional referees, one of which must be the applicant's current / most recent line manager or current / most recent Head of HR. If professional referees are not applicable, personal references are welcomed, providing they are able to speak to the strengths listed in the above description.

Please send applications by email in PDF format to jobs@freedomfund.org, including **'SPM-Philanthropy'** in the subject line before **9AM New York time on 7th September 2026**.

Please note that only candidates selected for further consideration will be contacted. No phone calls please. **No agencies please.**

The Freedom Fund is an equal opportunities employer. In line with our values of respect, agility, and excellence, we value the strength of a diverse workforce and strongly encourage applications from people with disabilities, Black, Asian, Indigenous or Minority Ethnic backgrounds, LGBTQ+ and from different socio-economic backgrounds. Applicants must be eligible to work in London UK, or New York, USA. The Freedom Fund will aim to meet candidates' access requirements throughout the recruitment process. If this is applicable, then please notify us.

The Freedom Fund is committed to the importance of meaningful survivor inclusion and leadership. As such, particular consideration will be given to applicants with lived experience of trafficking and/or forced labour.

The Freedom Fund offers any candidates with lived experience of trafficking and/or forced labour the opportunity to have an informal and confidential pre-application chat with a member of our team to discuss suitability for the role as well as any reasonable adjustments that may be needed for the recruitment process. This conversation is intended to provide support to the candidate and will not have any negative impact on the recruitment process. Please get in touch at jobs@freedomfund.org

Background checks

As part of our commitment to the protection of children and vulnerable people in our work, any offer of employment with the Freedom Fund will be subject to satisfactory pre-employment checks to ensure we recruit only those who are suitable to work with children and vulnerable persons. These checks include Disclosure and Barring Service and/or International Criminal Records Checks, satisfactory references, proof of eligibility to work in the national location of this role and checks against the Office of Foreign Assets Control data list (OFAC) which highlights any connections to terrorism or trafficking.

At the Freedom Fund, we are conscious that some candidates may have criminal records resulting from their experience of trafficking and/or forced labour. Applications from individuals with a criminal record, or who have been formerly incarcerated are accepted. We welcome a confidential conversation on this as part of the pre-application chat noted above or at the point of an offer being made.

Any offer of employment or consultancy with The Freedom Fund will only be made following successful background checks conducted on the applicant. Such checks may be updated periodically during the period of employment or consultancy. Initial checks will only be undertaken at the point of a job offer being made, and always with the prior permission of the candidate.