

Fundraising & Partnerships Consultant

Part-Time – 1 Day per Week - Freelance

Reports To

Director

Location

Hybrid

Salary

To be discussed – depending on experience

About Positive Signs

At Positive Signs, British Sign Language is our business. We are a Deaf-led company, providing a customised range of services within a customer-driven environment.

Since 2004, we have been an established provider of communication services, supplying language service professionals such as BSL/English Interpreters and Communication Support Workers. We manage and provide ongoing delivery of support, utilising Disabled Students Allowance and Access to Work. We provide accredited British Sign Language courses, approved by the awarding body Signature, plus our own robust package of Deaf Awareness Training on-site / online and remotely.

Purpose of the Role

To identify, secure, and manage funding opportunities, grants, sponsorships, partnerships, and social investment opportunities that support the growth of Positive Signs Ltd and Positive Signs Community CIC.

The role will focus on generating income to support Deaf inclusion projects, community initiatives, employment programmes, accessibility innovation, AI development, training initiatives, and future strategic growth.

Key Responsibilities

Grant Funding & Bid Writing

- Research and identify grant funding opportunities.
- Prepare and submit high-quality funding applications.
- Develop compelling project proposals and funding bids.
- Maintain a funding pipeline and application schedule.
- Monitor application outcomes and reporting requirements.
- Ensure compliance with funding conditions.

Corporate Partnerships

- Identify potential corporate partners.
- Develop sponsorship opportunities.
- Create partnership proposals and presentations.
- Build relationships with businesses aligned with accessibility, diversity, technology, education, and social impact.
- Secure financial and in-kind support.

Social Enterprise & Innovation Funding

- Research innovation funding opportunities.
- Explore accessibility, technology, AI, employment, and skills development funding programmes.
- Support applications for government-backed innovation funding.
- Identify opportunities for collaborative funding bids with partner organisations.

Community & Charity Funding

- Secure funding for Positive Signs Community CIC projects.
- Support fundraising initiatives and campaigns.
- Research trusts, foundations, and charitable funders.

- Manage grant reporting and impact reporting.

Bid & Tender Support

- Monitor tender portals for relevant opportunities.
- Assist with tender submissions where required.
- Support the preparation of evidence and documentation.
- Maintain a library of organisational information and impact data.

Impact & Reporting

- Gather project outcomes and evidence.
- Produce reports for funders and stakeholders.
- Demonstrate social value and impact.
- Maintain accurate records of funding secured and applications submitted.

Areas of Focus

The role will actively seek funding and partnership opportunities for a number on ongoing and new Deaf projects including Ai.

Person Specification

Essential

- Proven experience securing grants or funding.
- Excellent written communication skills.
- Strong proposal and bid-writing ability.
- Experience building relationships with funders and partners.
- Strong organisational and project management skills.
- Ability to work independently.

Desirable

- Experience within the charity, CIC, social enterprise, or accessibility sectors.
- Understanding of Deaf culture and Deaf inclusion.
- Experience with trusts and foundations.
- Experience securing innovation or technology funding.
- Knowledge of public sector funding programmes.

Success Measures

- Total value of funding secured.
- Number of successful applications.
- Number of new funding opportunities identified.
- Corporate sponsorship income generated.
- Partnership opportunities secured.
- Quality and timeliness of reporting.
- Contribution to strategic growth projects.

Positive Signs Ethos

Positive Signs are proud of the fact that our core business is about enabling others to improve their equal opportunities practices. We adopt the same ethos in-house and are proud to be an equal opportunity / Disability Confident employer.

Declaration of interests

If any person working for Positive Signs Ltd has a controlling and/or significant financial interest in a business including another Interpreting provider / supplier / colleague and must declare it, or notify the Director.

Any interests should be declared to the Director, either on starting employment or on acquisition of the interest.