

**Senior Grants Manager**

**3-4 days / week**

**Hybrid working**

**Job Description**

**Summary:**

The principal role of the Senior Grants Manger will be to support the Programme Director in managing the group’s philanthropy across all regions, by developing and maintaining strong relationships with charity partners, promoting staff involvement and ensuring the foundation remains a core focus of the group.

As Texel Foundation approaches its 10th anniversary in 2025, the new Senior Grants Manager is encouraged to share proposals for how we can shape our philanthropy to maximise impact in the future. Experience of a theory of change and / or strategic review process would be beneficial.

**Key Responsibilities:**

* Developing strong, supportive relationships with the foundation’s charitable partners.
* Evolving The Texel Group’s philanthropic profile both internally and externally.
* Supporting the appointed Foundation Representatives in each region.
* Researching and meeting with (virtually or in-person) potential new charity partners.
* Reviewing reports and updates from partners, summarising and sharing with trustees / the group.
* Giving regular updates to the group and presenting at the group offsite in October.
* Conducting new staff inductions on the foundation.
* Organising and managing group volunteering activities.
* Managing London Academy of Excellence, Tottenham partnership.
* Providing regular content for LinkedIn & Texel intranet.
* Joining relevant networks, attending events, developing relationships & gathering insights.
* Tracking progress on our commitments to IVAR’s Open & Trusting Grant-making commitments.
* Identifying training opportunities for our Staff Support & Development Fund.
* Managing our Sponsorship Fund.

**To succeed in this role, you will need to:**

* Have substantial senior grant-making experience.
* Support employee engagement in charity programmes.
* Demonstrate experience of developing internal and external communications.
* Take ownership of programmes and be able to work on your own initiative.
* Work collaboratively in a small team.
* Be a confident public speaker able to engage a variety of audiences.
* Represent Texel Foundation professionally, both internally and externally.

This role has excellent prospects for personal and professional development within the organisation with exciting growth potential and a consistent organisational desire to innovate and increase impact across all regions.

**About Texel Foundation and The Texel Group:**

The Texel Group is a leading specialist credit and political risk insurance broker with clients that include first-tier global investment banks, development finance institutions, commodity traders and corporates and we have offices in London, Belgium, Singapore, and New York.

10% of net profits from The Texel Group is allocated to philanthropy and since 2015, Texel Foundation has partnered with charities and social enterprises across more than 20 countries, supporting over 100 programmes.

To date, we have focused on supporting partners who promote health, education and social mobility in Africa, Asia, Europe and the US. We also created a social enterprise, represent. to platform work by UK creatives from lower socio-economic backgrounds and since 2020, have produced four plays and three short films.

Texel’s unique culture is collaborative, supportive, and sociable. Texel is committed to creating a diverse environment and values a culture of inclusion for all our employees where their individual strengths, thoughts and experiences can be shared. Our differences enable us to be a better team - one where we work more collaboratively.

**Our Company Values:**

* Teamwork and Solidarity
* Reputation for Expertise, Hard Work, and Innovation
* Empathy, Integrity, and Fairness
* Embracing Individuality and Empowerment
* Enjoyable working environment

**Hiring Statement:**

We are committed to fostering a diverse and inclusive workplace where everyone's unique talents and perspectives are valued. As a neurodiverse inclusive employer, we welcome applications from neurodivergent individuals and strive to create an environment where everyone can thrive. Our dedicated Diversity, Equity, and Inclusion (DEI) committee champions initiatives to ensure that our workplace is accessible and accommodating for all.

We encourage candidates to inform us of any reasonable accommodations or adjustments they may need throughout the application process, as we aim to provide support and equal opportunities for all.