

JOB DESCRIPTION &
PERSON SPECIFICATION

Trusts & Partnerships Lead





A NOTE FROM THE CEO

Thank you for your interest in the Trusts & Partnerships Lead role.

This is an exciting season for LICC. I've never been more convinced about the importance of our cause, or more excited by the opportunities open to us.

Despite all the challenges across the church and society, we're seeing significant growth – growth in appetite for the vision of whole-life discipleship, not least amongst 18–35-year-olds; growth in engagement with our content and events; and real encouragement in the financial support for our mission. We are deeply grateful for God's provision and the amazing generosity of our expanding supporter base.

It is such a privilege to lead an outstanding team of skilled and experienced people who are committed to serving God, each other, and the whole church.

So, if you're committed to being a whole-life disciple of Jesus personally, excited about growing LICC's mission, and experienced at rolling up your sleeves and raising significant funds for a vital cause, please prayerfully consider applying for this role. It could be one of the best things you've ever done!

I look forward to meeting you.

A handwritten signature in blue ink that reads "Paul Woolley". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Paul Woolley
CEO





ABOUT LICC

Imagine if every Christian lived their life as Jesus would if he were them. It wouldn't just transform them, but the people and places around them. It would change their organisations and communities. And it would change the world – as God works in and through them, right where they are.

But most people tell us they have neither the vision nor the tools for the task. That's where LICC comes in. We're here to empower individuals and churches to relate the good news of Jesus to all of life. We work to help people follow Jesus more authentically – head, heart, and hands – and bring his wisdom, grace, and truth to everything they do, wherever they are. At work, at college, and at home; in the pub, the shops, and the gym; on social media, in the office, and out with friends.

We call this 'whole-life discipleship'. It looks like bearing fruit in every sphere of life: making good work, modelling godly character, ministering grace and love, moulding culture, and being a mouthpiece for truth and justice and a messenger of the gospel. It's about being fully alive.

To make it happen, we work with individuals, church leaders, and those who train them, partnering with organisations across denominations and networks. We delve into the Bible, think hard about contemporary culture, and listen carefully to God's people, exploring the challenges and opportunities they face.

What we do comes out of what we learn. Creative communications, resources, events, training, articles, books, films, stories, and more – all designed to support whole-life discipleship.

Jesus calls people into a movement of hope that will bring life to every human being and the entire planet. Today, the need for whole-life disciples is as great as ever. Could you help us as we work to engage over a million Christians with this whole-life vision?

LICC was established by John Stott in 1982 to help Christians integrate the gospel with all of life and see it impact the wider world. Today, we are a mainly London-based team of 28 staff, plus associates.





OUR VALUES

At LICC, we aspire to embody and exhibit these values in all we do as we join in God's mission to cultivate whole-life disciples.

Wisdom

We prayerfully discern at the meeting of God's word, the world, and one another's stories, the time and place we're in, and search out what makes for fruitfulness right now.

Authenticity

We're real and true to our purpose, living out and landing all we do and say in everyday contexts which are relevant to each disciple's frontline.

Creativity

We seek fresh and prophetic words and ways of communicating the call to whole-life discipleship that cut through the noise of this cultural moment.

Generosity

We cheerfully give and receive time, talents, resources, and encouragement out of love for one another, collaborating for kingdom wins bigger than ourselves.

Excellence

We seek quality in all we do and Christlikeness in all we are, emerging from a desire to glorify God and serve his people in a team effort. Love is our most excellent way.



ROLE SUMMARY

This part-time role sits within the Fundraising Team, reporting to the Director of Development. You'll also work closely with the Head of Supporter Communications, the Finance & Fundraising Administrator, and the Strategic Leadership Team. You will work to grow income from trusts, foundations, and partnerships through research, relationship management, and high-quality funding applications and reporting. You will also oversee funding pipelines, CRM management, and income forecasting, to support sustainable fundraising growth for LICC.

PURPOSE

Building on LICC's strong momentum – including the recent integration of the Centre for Cultural Witness and Leadership College London – we have significant new opportunities to grow our mission. This is an exciting moment to engage funders and amplify the impact of LICC's work across the UK and beyond.

This is a vital role within the Fundraising Team, critical to growing our income from trusts and foundations and developing strong partnerships. It involves research, information gathering, writing and relationship-building, and requires strong administrative abilities to manage and track application processes. The role will also play a key part in shaping the trusts and foundations strategy, helping to set income targets, pipeline priorities, and prospecting plans.

LICC exists to envision and empower Christians to live as disciples of Jesus in their everyday lives, wherever they are, whatever they do. As part of our skilled and dedicated team, you'll help make that transformative vision a reality. It's an exciting time to get involved, as we deliver our strategy to engage one million UK Christians with the vision of whole-life discipleship by 2027, and begin to develop our strategy for the next five years.

KEY RESPONSIBILITIES

- Lead the development and delivery of LICC's trusts, foundations, and partnerships strategy, helping to shape priorities, funding approaches, and opportunities for sustainable income growth.
- Develop and manage a strategic pipeline of trusts, foundations, churches, and organisational partners, using research and insight to identify and prioritise new funding opportunities.
- Hold responsibility for delivering agreed income targets from trusts, foundations, and partnerships, regularly reporting on performance and risk.
- Work with teams across LICC to build, develop, and steward strong relationships with trusts, foundations and mission partners, cultivating long-term partnerships.

- Prepare high-quality, compelling proposals and applications, securing funding from a wide range of trusts and foundations.
- Work with teams across LICC to gather budgets, project information, and impact data to support the development of funding proposals and reports.
- Ensure effective stewardship of grants, including compliance with funding agreements, management of deadlines, and delivery of timely, high-quality reports and updates to funders.
- Maintain accurate and up-to-date records of all trust and partnership activity within LICC's CRM system.
- Monitor and forecast trust income in collaboration with the Director of Development, assessing timelines, likelihood of success, and funder engagement.
- Support the delivery of events and engagement opportunities for funders and partners to strengthen relationships and showcase LICC's impact.
- Act as an ambassador for LICC, building its profile and reputation with external stakeholders and supporting its wider mission.
- Undertake other duties as may be requested by the Director of Development.

SKILLS AND EXPERIENCE

- Strong proposal writing skills, with the ability to craft clear, compelling funding applications.
- Excellent attention to detail, including experience managing budgets, project information, and CRM data.
- Highly organised, able to manage multiple priorities and meet deadlines effectively.
- Collaborative approach, with experience working across teams to develop opportunities.
- Strong relationship-management skills, building effective internal and external partnerships.
- Strong understanding of grant compliance, including funding restrictions and reporting requirements.
- Knowledge of the trusts and foundations landscape, with experience in identifying funding opportunities.





TERMS AND CONDITIONS

This is a permanent, part-time, 0.6 FTE (three days per week) post, with a salary in the range of £39,000–£46,000 (pro rata), depending on experience. We also welcome applications from candidates seeking flexible part-time working arrangements, including a minimum of 0.4 FTE (two days per week).

All part-time staff are expected to work in the London office on Tuesdays, with the flexibility to work from home or the office on other days.

There are 25 days' annual leave per annum (pro rata) with statutory holidays in addition (pro rata). A maximum of three further days' holiday is given to all staff who would otherwise be working between Christmas and New Year.

You will be expected to be available for occasional evening events. A time off in lieu arrangement is in place, to claim back required work over the usual contracted hours.

This post is subject to an occupational requirement that the post holder is a committed Christian under Part 1 of Schedule 9 to the Equality Act 2010. Candidates must have the right to work in the UK.

HOW TO APPLY

To apply for this role, please email the following to Beatrice Henderson, Head of Operations (hr@licc.org.uk) **by 12 noon on 18 June 2026**:

- A full CV
- A cover letter outlining your motivation and relevant experience for the role
- Details of three referees: one personal, one professional, and one from a church leader. References will only be contacted should you be offered the role

If you have any questions about the role or about LICC, please don't hesitate to get in touch with Beatrice Henderson in the first instance (hr@licc.org.uk).

First interviews will be held online on **24 and 25 June**.

Second interviews will be held **in person** at LICC's offices (Canopi, 82 Tanner Street, London, SE1 3GN) on **6 July**.

Please keep those dates free in your diary.