RECRUITMENT PACK

FREELANCE FUNDRAISER

SEPTEMBER 2026

WHO ARE WE?

beacon arts centre

We are the Beacon, a contemporary theatre and arts venue in the heart of Inverclyde… and a whole lot more besides.

Beacon Arts Centre is a vibrant hub for the arts in Inverclyde, presenting outstanding performances and delivering a respected community engagement programme. The Beacon has established a strong reputation for its home-produced pantomimes, creative recovery initiatives, and youth theatre. We are now poised to grow a community of donors who share our commitment to culture, creativity, and inclusive access.

www.greenartsinitiative.co.uk We are a GREEN ARTS MEMBER 2015

Living Wage Employer

Dementia Friends Scotland

disability confident COMMITTED

Beacon Arts Centre
Custom House Quay, Greenock PA15 1HJ
T. 01475723723 **E.** info@beaconartscentre.co.uk
www.beaconartscentre.co.uk

@thebeaconartsc
@thebeaconarts
@thebeaconarts
Beacon Arts Centre

Greenock Arts Guild Ltd, trading as Beacon Arts Centre, is a company incorporated in Scotland under the Companies Acts (Company No. SC024805, VAT Registered Number 265140673, Scottish Charity Number SC003030)

WE ARE THE BEACON ARTS CENTRE... AND A WHOLE LOT MORE

beacon arts centre

OUR PROGRAMME

At Beacon Arts Centre we host a year-long programme of theatre, comedy, music, dance and musical theatre. Captivating creative activity doesn't stop there, we also have intimate performances for younger children and their families, and a range of festivals, exhibitions, classes, workshops and events.

OUR PRESENCE

Beacon Arts Centre is managed by the charity, Greenock Arts Guild Limited, and our diverse funding base is underpinned by core grants from Inverclyde Council and Creative Scotland. We firmly believe that Inverclyde is one of Scotland's most attractive places to live and work and it also has the benefit of well-developed transport links to Glasgow and the rest of Scotland. We are proud to be part of this vibrant community and to make a key contribution to the local economy as an employer. We play a vital role in supporting local tourism.

OUR VENUE

From our stunning location on the banks of the River Clyde, at the heart of Greenock's waterfront regeneration, our modern, purpose-built venue offers a 500-seat theatre and a 128-seat studio as well as a variety of spaces for exhibitions, meetings, rehearsals and development work. We also have superb facilities for eating, drinking and events.

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THE OPPORTUNITY

We are looking for an experienced freelance fundraiser to work alongside the Beacon's Co-Directors to grow and diversify our fundraising income.

We already have a strong track record of securing funding and established relationships with trusts and foundations, businesses and supporters. We are looking for someone who can bring additional capacity, experience and fresh thinking - identifying opportunities, developing relationships and, crucially, helping us turn those opportunities into income.

The initial commission will focus on public sector and strategic funding, while supporting corporate partnerships and sponsorship, and individual giving. Helping us build a clear and sustainable fundraising pipeline for the future.

This is a hands-on commission. We are looking for someone who is as comfortable developing a relationship with a potential supporter as they are researching an opportunity and writing a strong funding application.

We do not expect one person to transform every area of fundraising at once. At the start of the commission, you will work with the Co-Directors to identify the strongest opportunities and agree clear priorities and realistic targets.

WHAT WE'D LIKE YOU TO DO

- Review our existing fundraising activity in these areas and help us agree priorities for the commission.

- Maintain and develop a strong pipeline of relevant funds , and prepare high-quality funding applications.

- Identify opportunities for corporate partnerships and sponsorship and help us develop approaches to prospective partners.

- Help us develop individual giving, including identifying realistic opportunities to grow support from audiences, donors and friends of the Beacon.

- Develop and steward relationships with funders, donors and prospective supporters.

- Work with the Co-Directors and relevant staff to develop strong cases for support using the Beacon's artistic, community and organisational impact.

- Provide practical fundraising advice and insight, including where we should focus our time and where opportunities are unlikely to deliver sufficient return.

- Track activity, applications and outcomes and provide concise progress updates.

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WHO WE'RE LOOKING FOR

We are looking for an experienced fundraiser with a demonstrable track record of generating income. You do not need to tick every box. We are particularly interested in someone who combines strategic thinking with practical delivery - someone who can spot an opportunity, build the relationship and turn it into a compelling proposition.

WE'D PARTICULARLY LIKE TO HEAR FROM YOU IF YOU:

- Have a strong track record of securing income for charities from public and strategic funders and/or other charitable sources.
- Can demonstrate successful fundraising results and strong proposal-writing skills.
- Are confident building relationships with funders, donors, businesses and other prospective supporters.
- Can identify and prioritise opportunities rather than simply respond to funding deadlines.
- Are comfortable working independently while developing a close and trusted working relationship with a small senior team.
- Understand the Scottish funding landscape, or have relevant fundraising experience that can readily be applied to it.
- Have experience of arts, culture, community or charitable fundraising - although we are open to strong candidates from other sectors.
- Can work flexibly and manage your own time and workload.

ALSO USEFUL, BUT NOT ESSENTIAL

- Experience of corporate sponsorship or partnerships.
- Experience of developing individual giving.
- Knowledge of donor databases or CRM systems.
- Experience of legacy giving or major donor fundraising.

We are more interested in what you can bring to the commission than in finding someone who meets a long list of criteria.

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SUMMARY

JOB TITLE
Freelance Fundraiser

REPORTS TO
Co-Directors

STATUS
Freelance / self-employed

INITIAL CONTRACT
To 31 March 2027

FEE
£10,000

COMMITMENT
Up to 40 days at £250 per day,
worked flexibly across the commission.

LOCATION
Flexible / hybrid, with agreed time at Beacon Arts Centre in Greenock for meetings, relationship building and key events.

FUTURE WORK
We currently anticipate a further fundraising budget for 2027/28. Any continuation beyond March 2027 would be agreed separately and would be subject to organisational requirements, funding and satisfactory delivery of the initial commission.

HOW TO APPLY

APPLY TO
Tessa Calder,
Finance & HR Manager
recruitment@beaconartscentre.co.uk

WE WANT TO KEEP THE PROCESS STRAIGHTFORWARD. PLEASE SEND US:

1. Your CV or a short summary of your relevant fundraising experience.
2. A brief proposal of no more than two pages telling us how you would approach the commission and what you would prioritise.
3. Examples of relevant fundraising results you have achieved.
4. Your availability and how you would propose to use the available days across the commission.
5. Contact details for two relevant referees or recent clients. These will not be contacted prior to offer of appointment.

EMAIL SUBJECT HEADING
Fundraiser

APPLICATION DEADLINE
12th October 2026

START DATE
By mutal agreement

Shortlisted applicants will be invited to a discussion with the Co-Directors. We are also very happy to have an informal and confidential conversation about the role before you decide whether to apply.
Please contact **recruitment@beaconartscentre.co.uk**

Should you have any access requirements or need any reasonable adjustments to be made in order to apply for this role, please contact
recruitment@beaconartscentre.co.uk

ACCESS & INCLUSION
The Beacon is committed to access, diversity and representation and we actively encourage applicants from different backgrounds and with different experiences in order to develeop and strengthen the organisation, evolve our programmes and better reflect the communities we serve. We welcome expressions of interest from people with different backgrounds, perspectives and experiences.

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