

Volunteer Trust & Grant Bid Writer

Reporting to: Director of Development

Location: Remote or Hybrid (based near Oxenhope, West Yorkshire)

Time Commitment: Up to 15 hours per month

This post is subject to an Occupational Requirement under Schedule 9 of the Equality Act 2010 that the post-holder be a practising Christian, as the role involves articulating and applying Mercy UK's Christian ethos and values in funding applications.

About Mercy UK

Mercy UK is a Christian mental health and wellbeing charity, committed to equipping people to live free and stay free through a range of trauma-informed, faith-based support services. From our flagship *Freedom Journey* programme to practical resources like *Keys to Freedom*, we support individuals navigating emotional and spiritual challenges and empower churches and Christian organisations to provide meaningful, transformational support.

Purpose of the Role

We are seeking a skilled and passionate Volunteer Trust & Grant Bid Writer to help secure funding that will enable us to continue and grow our life-transforming work. Working with the Director of Development, the role will involve identifying funding opportunities, preparing compelling grant applications, and helping us build strong relationships with trusts and foundations aligned with our mission.

Key Responsibilities

- Research suitable grant-making trusts and foundations, with a particular focus on those funding mental health, faith-based initiatives, and/or community wellbeing.
- Work closely with the Director of Development to maintain a pipeline of prospective funders.
- Draft high-quality, tailored funding applications that reflect the heart, outcomes, and impact of Mercy UK's work.
- Collate and interpret project data, outcomes, and financial information to support applications.
- Support the development of template responses and maintain accurate records of submissions and outcomes.

- Assist in preparing follow-up reports or updates required by funders.

What We're Looking For

- Strong written communication skills with the ability to craft persuasive and inspiring content.
- Attention to detail and the ability to work independently.
- Experience of fundraising through trusts and foundations, or equivalent transferable experience in writing bids or proposals.
- An ability to articulate and represent Christian values and ethos respectfully and effectively in written applications.
- Passion for mental health and wellbeing, and alignment with Mercy UK's mission and values.

Time Commitment & Flexibility

- This is a voluntary position requiring up to 15 hours per month.
- Flexibility is offered in how and when you work.
- The role can be carried out remotely or on a hybrid basis (if based locally and interested in visiting the office).
- Occasional online check-ins with the Director of Development will be arranged to offer support, updates, and collaboration.

What You'll Gain

- The opportunity to make a meaningful contribution to a growing, impactful charity.
- Experience in trust and grant fundraising, with support and guidance from our development team.
- A chance to use your skills to directly support the emotional, spiritual, and mental wellbeing of individuals across the UK and beyond.
- References and testimonials for future opportunities.
- Access to Mercy UK's Employee Assistance Programme with Health Assured

Person Specification

Criteria	Essential	Desirable
Faith & Values	A committed and practising Christian, able to represent the Christian ethos of Mercy UK.	Experience in Christian organisations.
Skills	Excellent writing and research skills; ability to work independently.	Knowledge of impact reporting and charity language.
Experience	Experience writing bids, proposals, or persuasive documents.	History of successful grant writing.
Knowledge	Awareness of the charity or mental health sector.	Understanding of Christian discipleship or trauma-informed care.