

mary's
meals

a simple solution
to world hunger

Recruitment Pack

Prospect Researcher

Mary's Meals UK

March 2023



happy to
talk flexible
working

mary's
meals

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Welcome from our Executive Director

Thank you so much for your interest in joining the Mary's Meals family. As you consider making an application for the role of prospect researcher with Mary's Meals UK, I hope you find this pack helpful, encouraging, and exciting.

In joining Mary's Meals UK, you would become part of a global movement of people who will simply not accept that any child should go hungry in this world of plenty. We are passionately driven by our simple belief that every child in the world deserves an education – and enough to eat.

From small beginnings feeding just 200 Malawian children in 2002, we are now reaching 2,429,182 children across 18 programme countries (including Malawi, Liberia, Zambia, Haiti, South Sudan, and Syria) with a nutritious daily meal in school.

This meal not only meets the immediate needs of the hungry child, but it attracts children to the classroom, where they can gain an all-important education. And we firmly believe that the children who are receiving Mary's Meals today can grow up – better nourished and better educated – to become the men and women who will lift their communities out of poverty and end their reliance on aid.



None of this would be possible without the incredible generosity of our supporters all over the world, who give freely of their time, money, skills, and prayer. In Malawi alone, we have 80,000 volunteers who rise early each day to serve Mary's Meals to children in their community.

And, across Mary's Meals' dozen or so 'national affiliate' countries, in which we raise awareness and funds for our work (including the UK, USA, Austria, Germany, Ireland, Croatia and Canada), thousands of people amaze and inspire us every day with their 'little acts of love', spreading the word about Mary's Meals in their local communities and raising money to feed more children.

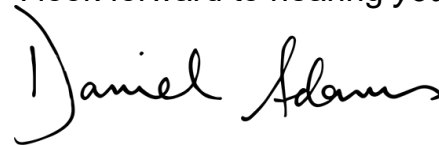
The UK, where we received the first-ever donations for our work, remains the country in which Mary's Meals raises the majority of its funds. And Mary's Meals UK, the organisation I am privileged to lead is responsible for continuing to tell our story across Scotland, England, Northern Ireland and Wales; engaging and inspiring more and more UK volunteers and donors; and driving forward the unrelenting growth of the Mary's Meals movement on these shores.

We do this while working very closely and collaboratively with our colleagues at Mary's Meals International, the organisation which co-ordinates the global movement and directly manages our school feeding programmes.

The prospect researcher will play a key role in researching and identifying potential supporters from within the Major Giving and Partnerships audiences (grants and foundations, corporates and individuals). They will provide insightful research, reports, and recommendations to the Major Giving Partnership Managers who will then take responsibility for progressing identified opportunities. The role will suit someone who can work independently, has a strong eye for detail, strong research and analytical skills. This role is fully remote and fully flexible in terms of working hours.

With more than 67 million children out of school around the world and a further 73 million attending school so hungry, they're unable to concentrate and learn, our work is only just beginning. Will you play a crucial part in shaping the future of Mary's Meals UK and, with it, the lives of so many people who both contribute to and benefit from this incredible work of love, joy, and hope?

I look forward to hearing *your* story.



Daniel Adams
Executive Director, Mary's Meals UK

- **Our vision** is that every child receives one daily meal in their place of education and that all those who have more than they need, share with those who lack even the most basic things.
- **Our mission** is to enable people to offer their money, goods, skills, time, or prayer, and through this involvement, provide the most effective help to those suffering the effects of extreme poverty in the world's poorest communities.





- We have confidence in the innate goodness of people.
- We respect the dignity of every human being and family life.
- We believe in good stewardship of the resources entrusted to us.

View Mary's Meals' full statement of values here: [Statement of Values](#)

Mary's Meals is a global movement that sets up school feeding projects in some of the world's poorest communities, where poverty and hunger prevent children from gaining an education.

Our idea is a simple one that works. We provide one daily meal in a place of learning in order to attract chronically poor children into the classroom, where they receive an education that can, in the future, be their ladder out of poverty.

The Mary's Meals campaign was born in 2002 when Magnus MacFarlane-Barrow, from Dalmally in Argyll, visited Malawi during a famine and met a mother dying from AIDS. When Magnus asked her eldest son Edward what his dreams were in life, he replied simply: "I want to have enough food to eat and to go to school one day."

That moment was a key part of the inspiration which led to the founding of Mary's Meals, which began by feeding just 200 children in Malawi in 2002. Today, 20 years later, we feed over 2.4 million hungry children every school day across four continents. The average worldwide cost for us to feed a child for a whole school year is just £19.15.

Where Mary's Meals is provided, there is a rise in school enrolment, attainment and attendance. Wherever possible, Mary's Meals uses locally grown food to support the local economy and help smallholder farmers.

We work extremely hard to keep our running costs low and to ensure that at least 93% of donations goes directly on our charitable activities. This is only possible because most of our work is done by an army of dedicated volunteers all over the world, who carry out lots of little acts of love on behalf of Mary's Meals.

Having been inspired, in part, by our founder's Catholic faith, this work is named in honour of Mary, the mother of Jesus, who brought up her own child in poverty. We consist of, respect and reach out to people of all faiths and none.

Counting on support from around the globe, Mary's Meals has registered national affiliate organisations, which raise awareness of our work, in 18 countries around the world. Funds raised by affiliates, including from Mary's Meals UK, are passed to Mary's Meals International, the organisation which co-ordinates our movement and directly manages the delivery of our school feeding programmes.

Mary's Meals UK (or 'MMUK'), a charity registered in Scotland, is the oldest entity in the Mary's Meals family – the original organisation established as Scottish International Relief in the early 1990s, when our founder and global CEO, Magnus MacFarlane-Barrow, first became involved in international aid during the Bosnian Conflict.

Back then, Magnus was a simple salmon farmer who, along with his family, decided to do something to help those who were suffering because of the war.

They relied heavily on the generosity of local people in their village of Dalmally in Argyll, who relentlessly donated food, blankets and other items of aid, which were then stored in the family shed, before being driven out by Magnus to Bosnia-Herzegovina.

Though our largest office is now in Glasgow, that same shed – which continues to be filled, metaphorically at least, with the generosity of our supporters – still serves as the headquarters of Mary's Meals UK to this day.



In January 2015, to recognise the incredible growth of the Mary's Meals movement around the world and to facilitate future growth in new countries, another entity – Mary's Meals International (or 'MMI') – was formed.

This new organisation assumed responsibility for directly delivering our programmes and for coordinating the growing number of Mary's Meals organisations around the world, aimed at either awareness-raising or programme delivery.

This structural change saw Mary's Meals UK become the global movement's largest fundraising organisation and enabled it to focus even more passionately on its mission to tell our story across Scotland, England, Northern Ireland and Wales, and empower more people to help us reach the next hungry child by offering their money, goods, skills, time or prayer.

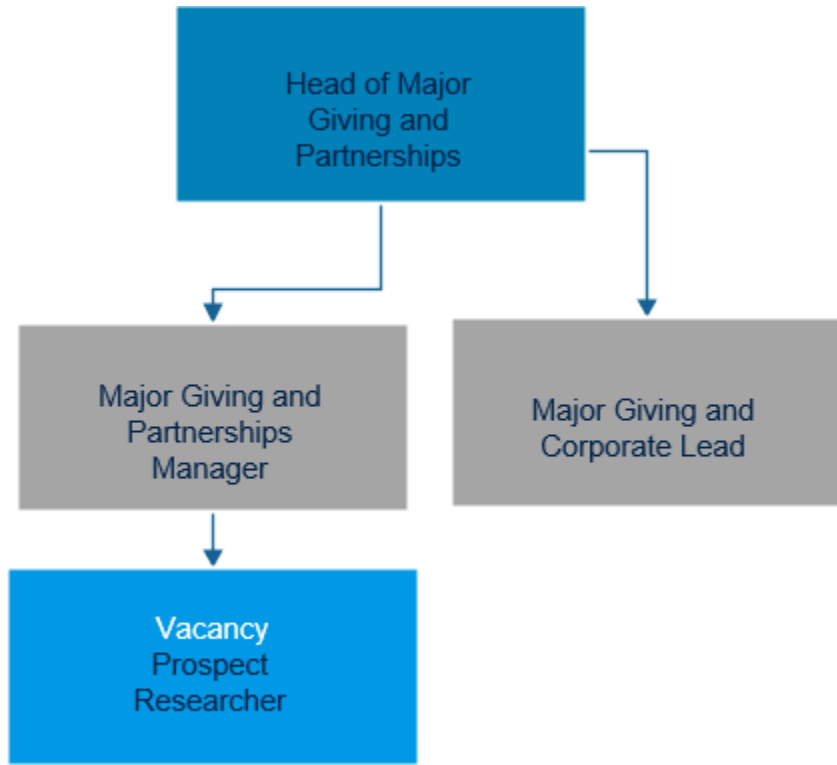
Today, Mary's Meals UK raises awareness and funds under the direction of the Executive Director, and through the passion, commitment and dedication of our volunteers and staff, led by the Director of Communications, Director of Supporter Engagement and Income, and the Director of Finance and Operations. The organisation currently has offices in Glasgow, Dalmally and London and offers staff a flexible working model.



Reports to:	Major Giving and Partnerships Manager
Location:	Home working from anywhere in the UK
Salary:	£22,681 - £28,164, pro rata per annum, depending on skills and experience
Benefits:	<ul style="list-style-type: none">• 7.5 hours worked over one or two days with fully flexible hours to suit.• 34 days' annual leave (including public holidays) pro-rata.• Non-contributory pension with employer contributions of 8%.• Volunteering and development days.• Enhanced maternity and paternity leave.• Employee Assistance programme.• Life Assurance.• Wellbeing support.
Key relationships	<ul style="list-style-type: none">• Major Giving and Partnerships team• Data Insights team• Support Engagement team



Major Giving and Partnerships team structure



Duties and responsibilities

Role overview

The Prospect Researcher will play a key role in researching and identifying new and existing prospects across the different Major Giving and Partnerships audiences, with a particular focus on grants and foundations, corporates and individual giving.

They will support the team in growing its donor portfolio by taking part in horizon scanning activities for new grant and corporate opportunities, as well as examining our existing supporter data to identify potential prospects. They will provide insightful prospect research, reports and recommendations to the Major Giving and Partnerships team who will take responsibility for progressing identified opportunities.

Principal duties

- Provide insightful prospect research to the Major Giving and Partnerships team that helps the team to grow the donor portfolio, informs proposals, pitches, and due diligence decision-making, and ultimately grows income to Mary's Meals, which helps us to feed more children.
- Take a proactive and creative approach to researching and identifying new prospects from Mary's Meals database through a range of sources, both internal and external.
- Research online directories and databases for new grant and foundation opportunities.
- Analyse large amounts of data from our database, reports, and other sources to identify major donor prospects, and make focussed recommendations for team members.
- Research online announcements and databases for new corporate engagement opportunities, such as charity partnerships and charity of the year opportunities.
- Contribute creative and innovative ideas for developing and implementing our prospecting approach.
- Create briefs and reports on prospective donors and organisations for members of the Major Giving and Partnerships Team.
- Work closely with the Major Giving and Partnerships Manager to plan your time and activities so you can maximise your impact for the whole team, managing and prioritising a busy and varied workload.
- Be prepared to work on prospect research projects for different members of the Major Giving and Partnerships team.
- Work closely and collaboratively with other teams including the Data Insights, Supporter Care and Grassroots teams to identify opportunities.
- Ensure useful, accurate and clear record keeping on the fundraising CRM to allow us to identify connections and build our networks.
- Work within data protection legislation and best practice, as well as within Mary's Meals own guidelines and policies, and approach to fundraising.

Essential

- Strong research and analytical skills, able to research individuals and organisations and create high quality pieces of research
- Ability to work independently and be a self-motivator, while also working well with others
- Excellent IT skills and administrative skills
- Possess excellent oral and written communication skills.
- Ability to concisely summarise large amounts of information into readable and digestible reports.
- Ability to think creatively to solve problems and develop new approaches
- Excellent organisational, prioritisation and time management skills
- Good project management skills, capable of liaising with multiple stakeholders
- Some experience in data analysis, comfortable working with and interrogating data, and making informed recommendations

Desirable

- Experience using CRM tools such as Salesforce
- Understanding of current GDPR and Privacy considerations around handling of individual data





How to apply for this role

To apply for the role of prospect researcher at Mary's Meals UK, please send a tailored CV and covering letter to: Jobs@marysmeals.org

Your covering letter should make a compelling case for why you feel motivated to apply for this role within Mary's Meals UK, as well as giving a concise overview of your most relevant skills and experience, and should fill no more than two pages of A4.

Recruitment timescales

Applications will be reviewed on a continuous basis and interviews arranged accordingly.

Please note: If you have any special requirements or adjustments before an interview, please let us know.

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Company No. SC265941
Tel: 0141 336 7094

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Dalmally, Argyll
PA33 1AR

Glasgow office
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39 Durham Street, Glasgow
G41 1BS

London office
13 Hippodrome Place
Notting Hill, London
W11 4SF



“Together, let’s set out on this journey; one step at a time, one meal at a time, one child at a time.”

– Magnus MacFarlane-Barrow, Mary’s Meals founder