



The
Leprosy
Mission



Recruitment Pack

Partnerships Advisor (mid-level donors)

October 2026

Registered Charity No. 1050327

A Company Limited by Guarantee Registered in England and Wales No. 3140347



Who we are

We are a Christian organisation working to transform the lives of people affected by leprosy. As a leading international development charity and the world's largest leprosy-focused organisation, we serve people of all faiths and none, demonstrating the love of Jesus in practical ways as we work to defeat leprosy and bring lasting change.

Today, one person every three minutes is diagnosed with leprosy. It's a disease of poverty, striking the most vulnerable. The good news is that there is a cure, but if people don't get treatment quickly, the disease causes permanent disability. Stigma means that people affected by this disease are often rejected by those closest to them.

Our vision is for "leprosy defeated, lives transformed" meaning a world with zero transmission, zero disability and zero discrimination.

Our Christian identity is at the heart of who we are and everything we do. Our values are:

Compassion: We care deeply for others particularly those adversely affected by leprosy and those most in need.

Integrity: We work with honesty and transparency with a seamless correlation between our message and our actions.

Inclusion: We value all individuals, we promote equal access and opportunity to all, and are committed to removing discrimination and other barriers, enabling people to live life in all its fullness.

Justice: We promote dignity, respecting and fostering human rights.

Humility: We foster servant leadership and view everyone as equals.

Collaboration: We recognise that achieving our vision is not possible by working alone. We seek to collaborate with others including persons affected, governments, universities and likeminded NGOs to ensure the greatest possible impact.

The Leprosy Mission Great Britain (TLMGB) works in ten countries across Africa & Asia to defeat leprosy and transform lives. We raise funds, promote research and innovation, and support our partners to strengthen health systems, providing life changing health care services, skills training and opportunities for those who have been excluded and rejected by society.

TLMGB's Christian culture

We believe that prayer and seeking God's guidance is our foundation and fundamental to achieving our mission to bring transformation. Every member of the team is invited to:

- Attend daily corporate prayer time to pray for TLM's global work, each other, and spend time worshipping together
- Lead or participate in spiritual sessions of prayer and biblical reflection during corporate prayer time and within your team.
- Maintain your own spiritual development, discover your gifts/callings and grow in discipleship.



Our Chief Executive Officer

Thank you for your interest in this vacancy, I am delighted that you're considering working for our organisation in the fight to eradicate leprosy. We believe that The Leprosy Mission is God's mission, and as such, everything we do aims to bring His kingdom here on earth.

There are many barriers preventing people with leprosy from coming forward for treatment. Unfortunately, the barriers are not always tangible and all too often it is the stigma of leprosy that is the hardest to overcome. Working with our overseas partners, we help transform the lives of people affected by leprosy. We achieve this by building their knowledge, skills and confidence to improve their wellbeing, challenge injustice, provide for their families and contribute to society.

Last year our incredible supporters and funding partners gave over £10 million to change the lives of people affected by leprosy. We are so blessed to say that God continues to provide for this amazing work in amazing ways. Watching this happen really builds our faith! A career at TLMGB is exciting and fulfilling. Every member of the team is a changemaker. There is nothing more rewarding or motivating than seeing the difference you are making in the lives of people who have been

rejected by society. So we encourage you to join us on a field visit to meet some of the people you are serving overseas.

We are a Christ-centred, professional and supportive team. We share a culture of growing and learning together, providing extensive training in fundraising and international development. We have awarding winning levels of staff engagement and we're Charity Times and Third Sector award winners.

Hear from our staff what it's like to work at TLMGB Jobs (leprosymission.org.uk)

TLMGB is a friendly, positive and collaborative team with Jesus at the centre. If you would like to join our team in mission - serving people affected by leprosy, we'd love to hear from you!

Blessings

Peter

Peter Waddup

Chief Executive Officer



What you will be delivering

MAIN PURPOSE OF JOB

To build a donor programme with a caseload of selected donors. To cultivate, steward and engage these donors, and increase their giving and commitment to TLMGB.

POSTION IN ORGANISATION

- Working within the Fundraising Team and reporting to the Partnerships Manager.

SCOPE OF JOB

- To develop a donor programme following a set strategic plan and to achieve Partnership Team income targets in line with TLMGB Strategic Plan
- Evaluate the programme in terms of revenue, retention rate and number of donors moving up and into the major donor programme.

- To research current and future donors. To develop a donor programme following a set strategic plan and to achieve Partnership Team income targets in line with TLMGB Strategic Plan
- To research current and future donors.

DIMENSIONS & LIMITS OF AUTHORITY

- Makes recommendations to the Partnerships Manager and then takes action as agreed on issues relating to caseload of donors.
- Works with and follows recommendations, processes and systems as detailed by external coach.
- Approximately one overseas trip every 36 months for up to 7 – 10 days duration



What you will be delivering

DUTIES AND KEY RESPONSIBILITIES

To develop a donor programme following a set strategic plan and to achieve Partnership Team income targets in line with TLMGB Strategic Plan **75%**

- To develop and nurture relationships with existing supporters, identifying interests and patterns of giving, to achieve income targets
- To work closely with the rest of the Fundraising Team to personalise all communications to ensure supporters feel valued and are retained
- To plan, write and organise communications across the team
- To create innovative ways of engaging supporters
- To write emotive case stories, reports and appeals for donors, bringing our projects to life on paper
- To regularly talk to supporters on the telephone to build relationships and pray with them

- To design cards and other touchpoints to engage donors with TLM's work. Using Christian language and Biblical scripture will be essential in this.
- To liaise with external suppliers
- To accurately extract and manipulate data and analyse activities and income
- To maintain accurate records on database
- To prepare regular management information reports in respect of donor fundraising activity, including performance against income targets

To research current and future donors

25%

- To undertake research to identify prospects
- To learn more about existing supporters, their interests and giving potential



Who are we looking for

Passionate about following Jesus to serve the marginalised, you will ideally have a minimum of two years' experience working in fundraising or a commercial background in a sales, key account management, or customer-facing role

Essential knowledge and skills:

- Educated to A level standard or equivalent
- Excellent interpersonal skills and confident speaker with the ability to build relationships both face to face and on the telephone
- Excellent written and verbal communication skills with the ability to present information in an accessible format for a variety of audiences
- Flair for creative writing and storytelling
- Able to think creatively and develop new ideas
- Able to manage multiple tasks and priorities simultaneously
- Ability to think strategically, analyse, report on, and evaluate data
- Strong analytical skills and a proficient user of Excel at Intermediate level or above
- Self-motivated and driven by achieving targets
- Proactive initiative with the ability to make appropriate decisions without referral
- Self-motivated with a "can do" attitude and able to work as part of a team, cross team and independently
- Excellent planning and organisational skills and ability to work to deadlines
- Excellent attention to detail

- Competent with MS Office 365 applications including experience of databases
- Ability to engage respectfully and sensitively with supporters and stakeholders from a range of faith backgrounds and none.

Desirable knowledge and skills:

- An understanding of International Development

Terms of Appointment

- The position is based at our Peterborough Office with the option to work flexibly part of the week
- Approximately one overseas trip every 36 months for up to 7 – 10 days duration
- All roles within TLMGB are required to actively respect, support and promote the safeguarding of staff, volunteers and beneficiaries and in particular children, young people and vulnerable adults, ensuring policies and procedures are followed and observed at all times. All staff are required to participate in mandatory safeguarding training.
- The successful candidate will be required to undertake an enhanced DBS disclosure and a Work Health Questionnaire
- The post is subject to an Occupational Requirement that the postholder is a practising Christian, in accordance with Part 1 of the Schedule 9 of the Equality Act 2010. During the selection process, you will be invited to share your personal Christian journey and involvement in church life.



Benefits of working for TLMGB

Not only does having a career at TLMGB offer fulfilling job satisfaction and impact but we take seriously investment in our best resource – our people.

We review our salaries annually for cost of living and we regular survey the market to ensure that we're paying as competitively as possible.

As employee of TLMGB, you will be able to access the following benefits:

Holiday Entitlement

We have 25 days annual leave plus 8 public holidays. Part-time staff receive a pro-rated entitlement. We also close the office for the Christmas week, and you are not required to save days from your annual leave entitlement for this.

Hybrid Working

Your contracted hours are 35 per week. If your job is based at our Peterborough Office, we offer flexibility as to how you deliver your role. We come together in the office for two set days every week, so we can collaborate and learn from one another. The remaining three days per week can be worked from home if you prefer.

Pension and Life Assurance

We have a non-contributory pension scheme and life

assurance cover, with the organisation providing 10% contribution into our pension and four times our salary life assurance cover.

Volunteering Leave

We believe in the power of volunteering, that's why we offer every employee 14 hours volunteering leave per annum. You can choose how and where you would like to volunteer.

Wellbeing

Wellbeing is important and we partner with specialist organisations which offer support should you need it.

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Our non-contributory Health Cash Plan reimburses a wide variety of medical related treatments up to agreed limits. It also includes an Employee Assistance Programme offering support across a range of work and personal issues.

Other benefits include enhanced Maternity, Adoption, Shared Parental and Paternity pay.

The salary for this vacancy is circa £33,000 per annum (depending on experience).



Safeguarding

TLMGB has a zero-tolerance policy towards any abuse, neglect and exploitation of all people. Successful candidates are expected to understand, sign, and comply with all organisational policies, including the Safeguarding Code of Conduct and the Safeguarding Children & Vulnerable Adults Policy. Recruitment to all roles within TLMGB includes criminal record checks and the collection of relevant references. A criminal record will not necessarily bar you from joining us as an employee; this will depend on the circumstances of any offences.





Application Process

We are committed to diversity and welcome applications from appropriately qualified people from all sections of the community, who have permission to work in the UK.

The Leprosy Mission Great Britain are working in partnership with Charisma Charity Recruitment. Expressions of interest should be submitted through the Charisma website, and include:

- A comprehensive CV
- A supporting statement, explaining how you believe you match the requirements of the role and describing any potential conflicts of interest.

For an informal and confidential discussion about the role, please contact Nick Thomas, Senior Consultant, at Charisma Charity Recruitment on 01962 813300 or email info@charismarecruitment.co.uk.

Closing date: 30 October 2026

Please note applications are being reviewed and interviews will be conducted on a rolling basis. Please apply without delay to avoid disappointment.