



# **SAT-7 UK**

## **Fundraising Officer**

**Candidate pack**  
**December 2025**



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# 1

## About us

### About SAT-7 UK

**SAT-7 UK is part of an international Christian media ministry, bringing life-changing joy to the people of the Middle East & North Africa through powerful, faith-filled television and digital media programmes.**

#### BRINGING JOY

Through powerful, faith-filled television programmes and digital media, we are bringing joy to millions of lives across the Middle East.

#### SHOWING LOVE

Across four channels, reaching millions of viewers in 25 countries, broadcasting 365 days-a-year, we are showing God's love to the Middle East and North Africa (MENA)

#### STRENGTHENING FAITH

Our Arabic, Turkish and Persian programmes encourage and strengthen often-isolated Christians in their faith and provide a fresh perspective of faith for those asking questions about Jesus.

### Our work in the UK

SAT-7 is free to view, so we need the support of individuals and churches around the world to create new content and keep broadcasting. SAT-7 UK has grown a faithful supporter base across the UK over the last 30 years. However, we recognise the need to better establish who we are and what we do in the hearts and minds of UK Christians. We want to raise our profile and deepen the support and active engagement we receive from existing and a new generation of supporters, to increase the impact of our ministry across the MENA region and in the UK.



# 1

## About us

### Our values

We agree to be **AUTHENTIC**

We choose to be **COURAGEOUS**

We strive to be **CREATIVE**

We commit to be **SERVANT-HEARTED**

### Meet the staff team

SAT-7 UK has a team of around 20 staff (including full and part time, office-based and home workers). Our bright, comfortable office is based in the heart of Chippenham, Wiltshire. We are a short walk from the train station with a wide selection of shops and cafes close to the office. The staff team meets together in the office every day with those online, for 15 minutes to read the Bible and to pray for the MENA region, SAT-7 staff and programmes, our supporters and for each other.

We are made up of six teams:

- **EXECUTIVE LEADERSHIP**
- **OPERATIONS AND FINANCE**
- **COMMUNICATIONS AND MARKETING**
- **CHURCH ENGAGEMENT**
- **FUNDRAISING AND IMPACT**
- **PHILANTHROPY AND PARTNERSHIPS**

### SAT-7 Family

We are part of the wider SAT-7 international family, and regularly connect online with our international office in Cyprus, our TV studios in Beirut, Cairo, Istanbul, and London, and the other support offices in Europe, the US, Hong Kong and Brazil. We also get to meet each other at our Partnership Gathering, held every other year in one of the main Middle Eastern office locations; an inspiring event for partners, volunteers and staff.

# 2

## Job description



### Role details

<b>Job title:</b>	Fundraising Officer
<b>Location:</b>	Hybrid from the Chippenham Office with one day a week minimum in office (remote working considered)
<b>Working hours:</b>	37.5 hours per week (flexible working considered)
<b>Salary:</b>	£27,000 - £30,000
<b>Annual leave:</b>	25 days leave per annum, plus bank holidays pro rata. After 2 years of service, holiday allowance increases by 1 day each year to a maximum of 30 days pro rata.
<b>Pension:</b>	A defined contribution pension scheme, with employer contributions of 5%

**We want all our employees to thrive at work, as such we aim to provide excellent benefits including:**

- Flexible remote and hybrid working opportunities, subject to the requirements of your role
- Generous sick pay entitlement
- Team days throughout the year with an all-staff gathering held twice a year
- Cycle to work scheme
- Death-in-service scheme, after 2 years of service (subject to scheme eligibility)
- Opportunities to visit a SAT-7 studio location inside or outside the UK, or attend SAT-7's Partnership Gathering.
- £50 gift card at Christmas
- Health cash plan (provided by Medicash)
- Learning and development opportunities personalised to your role

# 2

## Job description



### About the role

This is an exciting opportunity for a well-organised and personable individual to help support and build our relationships with individual supporters. We are looking for someone with excellent communication skills to develop relationships with our supporters through phone and written communications. The Fundraising Officer will also help increase the impact of our appeals, welcome journey, regular giving programme and general fundraising projects to support income growth.

Applicants should have strong implementation skills, enjoy the challenge of working in a growing team and thrive in the context of a voluntary sector environment. The role requires someone motivated by their Christian faith with a personal interest and heart for the people of the Middle East and North Africa.

SAT-7 UK has grown a faithful supporter base across the UK over the last 30 years. However, we want to reach a new generation – growing our income, influence, and supporter engagement – to increase the impact and reach of our international ministry and programmes across the region.

The Fundraising Officer role reports to the Fundraising and Impact Manager and will make a real difference to the lives of millions of people in the Middle East and North Africa by raising income and deepening understanding and engagement from individual supporters across the UK .

The role sits within the Fundraising and Impact Team, which has two other staff members: the Fundraising and Impact Manager and a Grants and Impact Officer.

The team is responsible for income from individuals, including mid-high value donors (up to £5,000), grant making bodies and developing relationships with UK-based NGOs. It is also responsible for developing (with the International Office) the area of 'impact reporting' for core activities and for other teams across the organisation e.g. major donor and church partners reporting.

# 2

## Job description



### Key responsibilities

- Support the High Level Donor (HLD) stewardship plan by developing a plan of touchpoints such as regular telephone calls and communications
- Completing the monthly Joy Bringer campaign calls to existing supporters to develop our regular giving programme, especially through the use of new data insights, reporting, anniversary gifts and online events
- Use the database to identify HLD prospects and to run regular reports about individual giving as guided by the Fundraising & Impact Manager
- Contribute to the delivery of direct marketing campaigns (supporter and external appeal mailings), including liaising with colleagues, writing copy and developing relationships with external suppliers
- Ensure individual supporter relationships (including HLDs) are appropriately managed, focusing on quality and timely communications (according to patterns of giving and engagement)
- Track and record communications with all supporters in the supporter database
- Support key supporter/donor care management processes and programmes, including the ongoing development and effectiveness of the Welcome Journey
- Support the expansion of digital fundraising campaigns
- Support the development of other fundraising opportunities, including legacies / in-memoriam giving, emergency appeals, and projects e.g. for supporter-sponsored event

### General responsibilities

- Maintain accurate and up-to-date records especially on SAT-7 UK's CRM system (Blackbaud NXT)
- Support the Fundraising and Impact Manager in using data to analyse insights and to produce reports and recommendations for the Executive Leadership Team and Board
- Ensure consistent messaging, branding and tone of voice and that content conforms to SAT-7 security, communication and style guides for a range of different audiences
- To assist in responding appropriately to communication and requests from supporters, partners, clients, and other organisations
- Liaise and build strong relationships with suppliers to enable the smooth running of mailings
- Work with team colleagues to devise and implement strategies for growing key and new areas of income, influence and engagement
- Liaise with SAT-7 staff from other offices to share ideas and resources as directed
- To assist the Fundraising and Impact Manager and to represent SAT-7 at external meetings, conferences and events as required
- Operate at all times within relevant statutory requirements and guidelines, following best practice recommendations wherever possible, and especially ensure compliance with the Fundraising Regulator Code and GDPR legislation



# 2

## Job description



### Spiritual leadership

- To set Christian standards in the working environment and to lead by example
- To attend appropriate staff meetings to hear updates and share and coordinate activities and spend time in prayer and worship together
- To lead or participate in sessions of prayer and biblical reflection within the Team
- To be committed to SAT 7 UK's Missions, Values and Beliefs times
- To maintain own spiritual development and relationship with God e.g. through individual prayer and reflection
- Committed and growing Christian, passionate about changing the world and being a part of God's mission





# 3

## Person spec



### About you

#### Essential skills and abilities required

- Educated to A Level standard or equivalent with excellent interpersonal and organisational skills
- Computer literacy (e.g. MS Office 365, Word, Excel, Outlook, PowerPoint) .
- Confident in being able to speak directly to supporters by telephone/face to face and in reflecting personal Christian beliefs with supporters
- Ability to work under pressure, manage time effectively, prioritise and work to deadlines
- Thorough attention to detail e.g. in all letters/documents produced
- Experience in dealing with external/third party agencies

#### Desirable skills and abilities

- Experience working in a charity fundraising or external facing role, plus experience using supporter CRM databases (e.g. Blackbaud NXT)
- Understanding of the Christian international mission / development sector
- Using personal communications (especially the telephone) to connect with supporters
- Using data insights to increase the impact of fundraising
- Knowledge and experience of the Middle East and North Africa (training will be given as required)



# 4

## How to apply



SAT-7 UK is partnering with Charisma Charity Recruitment

Your application 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, including the genuine occupational requirement to be a practicing Christian. Please also describe any potential conflicts of interest.

**Candidates must have the right to work in the UK – no overseas applications will be considered.**

**This role is subject to a Basic DBS check, which will be carried out by the employer.**

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

We welcome and encourage applications from people of all backgrounds. We do not discriminate on the basis of disability, race, colour, ethnicity, gender, religion\*, sexual orientation, age, veteran status or other category protected by law.

\*In accordance with the equality act 2010 it is a genuine occupational requirement that the post holder is a practicing Christian.

**Closing date: Wednesday 21<sup>st</sup> January 2026**

**Charisma vetting interviews must be completed by Tuesday 27<sup>th</sup> January 2026**

**Interviews with SAT-7 UK: Tuesday 10th February 2026**



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