



Consultant - Funding

Candidate Briefing Document

2into3

Transforming Social Impact

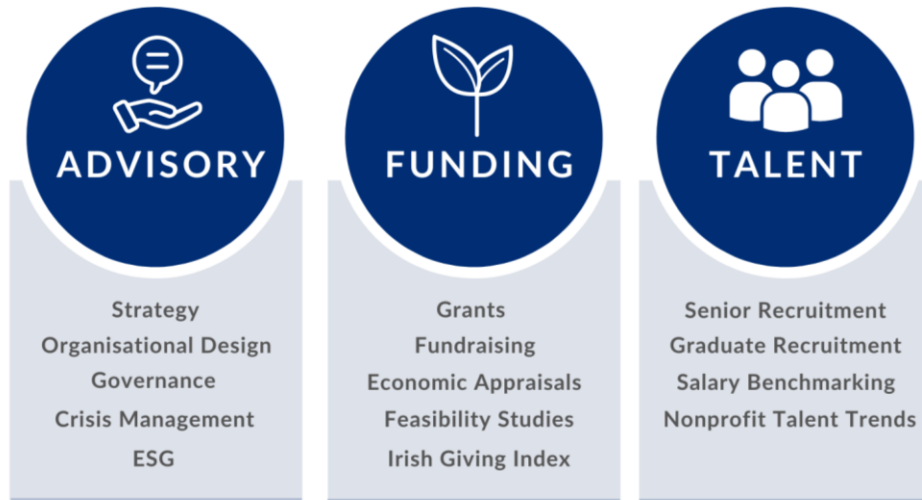
2into3
Transforming Social Impact

ABOUT 2INTO3

At 2into3 we work to build the capacity of mission-driven organisations, enabling them to have a transformative social impact.

We are passionate about supporting people and organisations to have a greater impact in the community, whether they are a charity, sporting organisation, government body, social enterprise, philanthropist or private company.

With offices in Dublin, Newry, Cork and Galway, 2into3 works across the entire island of Ireland and has a proven track record with over 360 clients availing of its services.



You can read more about 2into3 and our services on our website: 2into3.com

MISSION

Build the capacity of organisations to have a transformative social impact.

VISION

Enabling a world where the social economy meets the needs of its people.

WHAT DO WE MEAN BY SOCIAL ECONOMY?

By social economy we refer to all organisations who strive to have a public purpose and social impact. They are built on the principle that people come first and profits are reinvested into the organisation to further its mission.

HOW WE ENABLE TRANSFORMATIVE SOCIAL IMPACT

Through our work we help our clients achieve greater social impact. To date this impact has been delivered by more effective fundraising, ambitious yet achievable strategic plans, organisational structures that are fit for purpose, optimal funding is used, placing motivated people in the right roles or ensuring the correct governance measures are in place, to name but a few outcomes.

OUR SERVICES

- **Talent Services** (including Senior Recruitment and Salary Benchmarking).
- **Advisory Services** (including Strategic Planning, Governance and Organisation Reviews and ESG).
- **Funding Services** (including Fundraising Strategy, Grants and Partnerships).
- **Insights** (including Fundraising Trends and Metrics).

CONTEXT FOR APPOINTMENT

2into3 are seeking to appoint a Consultant to support our clients, lead on the delivery of consulting assignments, secure new business and contribute to the ongoing development of the Funding team and service offering.

This is an exciting and unique opportunity to work directly with mission-driven organisations to drive sustainable growth, make a tangible impact, and contribute to positive social impact by developing innovative, tailored funding solutions.

THE POSITION

Title	Consultant - Funding
Reporting to	Director of Funding Services
Hours	Full-Time (09:00 – 17:30, Monday – Friday)
Place of Work	Dublin, Newry, Galway or Cork (Hybrid option)
Contract Type	Permanent, full-time subject to probationary period
Remuneration	€37,500 per annum (23 days annual leave)

ROLE SUMMARY

The purpose of the role is to build and sustain the 2into3 Funding team’s position as a leading funding advisory partner in the nonprofit sector. This will be achieved through:

- Leading on the delivery of consulting assignments, particularly feasibility studies and grant applications.
- Managing the end-to-end process for all assignments, including directly interfacing with clients to ascertain their needs to attract public finance.
- Proactively seeking and securing new business opportunities, both from existing 2into3 clients and prospective clients.
- Supporting the smooth-running and continuous improvement of the Funding Services team.





Assignment Delivery

- Manage the end-to-end delivery of assignments using 2into3's processes, including client and stakeholder communications, project delivery, and preparation of recommendations.
- Utilise quantitative and qualitative research methods to analyse data related to nonprofit organisations, including financial data, socio-economic data, regional strategies and alternative service providers.
- Carry out financial appraisals to evaluate the costs, benefits, and risks of potential projects or opportunities, ensuring decisions align with organisational goals.
- Manage multiple projects simultaneously, ensuring that deadlines and client expectations are met.
- Build strong relationships with nonprofit clients, serving as a trusted advisor and providing responsive support to their needs.
- Create clear and precise reports and presentations that highlight findings in an accessible format.
- Produce reports to government departmental standards such as Green Book Appraisals, Cost Benefit Analysis and Public Spending Code.
- Ensure the Director of Funding Services is kept informed of assignment progress, including possible risks to delivery and possible solutions.

Business Development

- Secure new assignments from existing and prospective clients to ensure a continuous pipeline is in place.
- Research prospective clients and assignments, attend prospective client briefing meetings with the Director of Funding Services and assist in the defining of project methodologies and budgets.
- Manage the relationship with clients of strategic value with a view to securing further assignments and fostering partnerships with organisations.
- Keep abreast of business development opportunities including requests for tender and framework agreements.
- Support with marketing including pitching and writing communications pieces, identifying and leveraging marketing opportunities, and networking.
- Help to build and sustain the 2into3 Funding team's position as a leading funding advisory partner in the nonprofit sector.



Supporting the Funding Services Practice

- Maintain up-to-date information on prospective and current clients using tools such as Salesforce to record and maintain in a confidential and professional manner.
- Monitor and analyse trends in the nonprofit sector, specifically related to Funding Services.
- Contribute to the continuous development of all systems, processes and resources to support the funding practice.
- Create insightful reports and presentations that communicate data-driven findings and actionable insights to clients and internal teams.
- Keep informed of government strategic financial decisions and conduct in-dept research on government funding programmes at a local regional, national and European level.
- Analyse key performance indicators to inform the economic feasibility of a project and its potential to attract specific funding sources.
- Support the Director of Funding Services with onboarding and training new members of the team.
- Assist the Director of Funding Services by participating in organisational development, strategic planning and budget planning with other members of the organisation.
- Participate as a full member of the team and contribute to all meetings and team development sessions.
- Act in accordance with the ethos of 2into3's mission.

These duties are a guide to the general range of responsibilities and are neither definitive nor restrictive. You may from time to time have to undertake any other duties commensurate with the post, as designated by your line manager.



PERSON PROFILE

2into3 is seeking an experienced and talented individual with a commitment to the nonprofit sector, an understanding of the grants landscape from local and national government and EU grant sources and an aptitude for business development. The successful candidate will be comfortable managing all aspects of the assignment.

The ‘Consultant – Funding’ will be a driven individual, possessing strong relationship management and commercial skillsets and a proven ability to work as part of a team and independently manage a pipeline of assignments.



CORE COMPETENCIES AND SKILLS

Core Criteria	Essential	Desirable
Track record of achievement in submitting funding applications for capital build projects over €250K and core funding for nonprofit organisations.	✓	
Third level qualification in a relevant field, e.g., Business or Economics or Humanities.	✓	
Project Management: Highly organised and comfortable with managing all aspects of the assignment with the ability to synthesise information from different sources, manage a varied workload and meet challenging deadlines.	✓	
Communication: Exceptional interpersonal and communication skills (oral, written, listening) with a strong attention to detail.	✓	
Stakeholder Engagement: Ability to manage relationships at all levels of an organisation.	✓	
Teamwork: Strong commitment to teamwork with the ability to work in a collaborative manner in a small team environment and an ability to take ownership of work.	✓	
Business development: Proven track record and a commitment to achieving team and individual targets.	✓	
Excellent IT skills, particularly MS Office (e.g., Word, Excel, Outlook) and proficiency in using financial management software and tools.	✓	
High degree of motivation, initiative, flexibility, and creativity.	✓	
Strong passion for the work that 2into3 and its clients do and a demonstrable understanding of the nonprofit sector and/or the area of funding.	✓	
Full Permission to work in Ireland.	✓	

If this role is of interest to you and you believe you have what it takes to be successful, but don't necessarily believe that you meet every single criterion above, please do still get in touch so we can discuss further how you may be a fit.

Remuneration

A salary of €37,500 per annum is offered for this position.

Non-Pay Benefits include:

- Hybrid working option
- 23 days annual leave
- Continuous professional development opportunities
- Opportunity to attend sector events to build your network
- Bike to Work Scheme
- Tax Saver travel
- Bonus Framework
- Pension



APPLICATION PROCESS

Recruitment for this role is being managed exclusively by 2into3.

If you are an ambitious and motivated individual looking to take on an impactful and rewarding role, please send your CV and cover letter to **Aoibh O'Shea, Coordinator - Talent, 2into3**.

The closing date for applications is **Sunday 13th July**.

All enquiries regarding the role will be held in strictest confidence.

- **E-mail** aoibh.oshea@2into3.com
- **Mobile** (086) 013 1561
- **Address** 2into3, The Academy, 42 Pearse Street, Dublin 2, D02 YX88
- **Website** www.2into3.com

2into3 is an equal opportunities employer who believe that diversity is a strength in the workplace. We therefore welcome applications from suitably qualified candidates from all sections of society, irrespective of gender, disability, marital or parental status, racial, ethnic or social origin, colour, belief, religion or sexual orientation.

We endeavour to make all reasonable accommodations to facilitate the participation of candidates with disabilities in the recruitment process. Please let us know if you require any specific accommodations.