



Freelance Communications & Digital Content Support

Retained freelance opportunity | Approx. 8–10 days per month

About The Funding Network

The Funding Network (TFN) connects small charities with donors through live crowdfunding events and other forms of engaged philanthropy.

Since 2002, TFN has raised £22m+ for more than 3,000+ small charities in the UK and internationally.

We are a small, collaborative and mission-driven charitable organisation and have recently launched a new website and refreshed communications platforms and materials.

We are now looking for freelance communications support to help us maintain momentum, strengthen consistency and support the ongoing development of our communications and digital presence.

TFN is a small team of four staff (excluding this role), and the freelancer will work closely with and report to the CEO. Please visit our website to learn more about our work: [The Funding Network](#)

About the role

We are seeking an experienced freelance communications professional to provide retained part-time support for approximately 8–10 days per month over an initial 4–6 month period.

A key purpose of TFN's communications is to engage potential donors and supporters and encourage attendance at events where small charities pitch for funding and support.

This is not a full-time communications lead role. We are looking for someone practical, organised and digitally confident who can help maintain essential communications activity while improving systems, workflows and digital content.

A strong foundation is already in place, including:

- a newly launched website;
- existing templates and brand assets;
- a photography library;
- and established communications systems.

The role is therefore focused on continuity, coordination and practical improvement rather than building communications infrastructure from scratch.

Scope of work

The role is expected to include:

- newsletters and email communications;
- website content updates (Framer CMS);

- social media content using existing templates;
 - event communications materials (including PowerPoint slides, handouts);
 - lightweight digital asset production and editing, including short-form video editing and visual content creation using Canva;
 - photo and content asset management;
 - monitoring and reporting on communications performance and engagement across digital channels;
 - improving communications workflows and consistency;
 - and identifying opportunities to improve website content and user experience.
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Person specification

We are looking for someone with:

- communications, digital content or marketing experience;
- strong written and editorial skills;
- confidence using digital communications tools;
- sound organisational skills;
- the ability to work independently;
- and an interest in mission-led work.

Experience with website content management systems (CMS), Mailchimp and Canva is essential. Experience with Framer would be beneficial but is not required.

Terms

- Approx. 8–10 days per month
 - Approx. £2,500 per month retained fee
 - Initial 4–6 month arrangement
 - Flexible scheduling by agreement
 - Remote / hybrid
 - Ideally available for a short handover period with the outgoing postholder before 19 June 2026
 - Expected to attend TFN's event on 24 June in central London
 - Some in-person attendance at TFN events will be expected as part of the role (anticipated maximum of approximately five events between June and December 2026)
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How to apply

We are particularly interested in hearing from individual freelance communications professionals and portfolio workers rather than agencies.

Please send:

- a brief covering letter (maximum one page) outlining your relevant experience and interest in the role, including **a short suggestion for one improvement opportunity** you identified while reviewing our website;
- a short CV or LinkedIn profile;
- links or attachments to 2–3 examples of relevant communications or digital content work;

to info@thefundingnetwork.org.uk with "Freelance Comms Application" in the subject line.

Applications will be reviewed on a rolling basis. We expect to move relatively quickly and are keen to keep the process proportionate and conversational