



Job Title: Graduate Marketing and Fundraising Officer
Location: Bletchley, Milton Keynes
Reports to: Marketing and Fundraising Director
Salary: £25k
Contract Type: 12-month fixed term contract

About Toybox: Toybox is a UK charity with a vision to end the injustice of children in street situations, one of the world's most vulnerable groups. Toybox works in urban environments, with local partners in Latin America, Africa and Asia and is currently helping thousands of children in the most dangerous cities of our world.

Job Purpose: This is a unique opportunity for a recent graduate to kickstart a career in the charity sector through a structured 12-month programme. As part of our Marketing and Fundraising team, the role will offer hands-on experience across campaigns, communications, donor engagement, and events.

A real-world project is at the centre of the year: To research, design, and launch a local Corporate Social Responsibility (CSR) initiative that helps Milton Keynes-based businesses support our work with street children.

Key Responsibilities:

- Support Marketing and Fundraising campaigns across digital and offline channels
- Create engaging content for social media, emails, and our website
- Help plan and deliver fundraising events
- Maintain donor data and supporter journeys using our CRM system
- Research local businesses and current UK CSR trends
- Design a CSR programme for corporate engagement within Milton Keynes
- Build relationships with local companies and networks
- Lead a pilot CSR project and present outcomes to the Leadership Team
- Track performance and generating creative ideas for future fundraising growth

Person Specifications:

- A recent graduate (or equivalent experience) any discipline welcome
- Strong communication skills — written, verbal, and visual
- Confidence with digital tools (email platforms, Canva, social media, Google Analytics)
- Curiosity, creativity, and the drive to make a difference
- A self-starter mindset with a willingness to learn and grow
- A genuine interest in children's rights, international development, or social impact
- Some knowledge of Milton Keynes or willingness to connect locally

Desirable (but not essential)

- Experience in volunteering, fundraising, or digital content creation
- Understanding of corporate fundraising or CSR trends
- Familiarity with CRMs