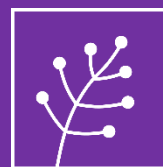


Job Expectations

Development Manager



**Climate
Litigation
Network**

Job title	Development Manager
Programme / team	Fundraising
Level	L3 — Senior Specialist
Reporting to	Co-Directors
Responsible for	No current direct reports
Location	Amsterdam (strongly preferred) or London
Last reviewed	October 2026

01 ROLE PURPOSE

The Development Manager (DM) is an important new role within CLN that combines fundraising strategy development with hands-on delivery. With strong expertise and experience in fundraising (ideally as a sole fundraiser or part of a small team), the DM will work closely with the Co-Directors and wider team to develop and diversify CLN's funding base and support the organisation's sustainable growth, building on a strong foundation.

Working from a strong current base of unrestricted/lightly restricted funding, the DM will focus on securing funding from foundations, trusts and other philanthropic sources to enable CLN to support its partners through legal, scientific and strategic communications support. They will develop and maintain a realistic pipeline; advise the Co-Directors on prospects, priorities and relationships; and cultivate and nurture trusted funder relationships. Bringing a flair for communications and storytelling, the DM will play a key role in translating legal programme work and outcomes into persuasive, donor-friendly bids, pitches and reports. The DM will also contribute to the ongoing development of CLN's M&E processes, to capture and demonstrate the powerful impact of our work.

02 SCOPE & DECISION-MAKING

The Development Manager is responsible and accountable for the development and delivery of CLN's fundraising strategy, in close collaboration with the Co-Directors with whom they will discuss and agree funder strategy, targets and significant commitments before action.

The DM will exercise independent judgement in day-to-day areas such as pipeline development and management, prospect research, donor stewardship, asset development, bid preparation and reporting, within agreed priorities and escalating as needed. The DM will identify opportunities, risks and connections across programmes and flag these to the Co-Directors, and will work in close collaboration with programme and operations colleagues on content and budgets, and the communications lead on donor materials and events.

There is no direct line management responsibility, but supervision of consultants may be required. The Development Manager will manage a small budget.

03 KEY RESPONSIBILITIES

Responsibility area	What this looks like in this role
1. Strategy & organisational contribution	In collaboration with the Co-Directors, the DM translates CLN's organisational strategy into fundraising strategy, plans and priorities, in order to develop a diversified, sustainable funding base for CLN. Specific activities include: • Develop fundraising strategy in coordination with Co-Directors and senior team. • Liaise with senior team and programme colleagues to identify priorities for growth or targeted fundraising. • Identify opportunities and flag risks across the funding landscape and translate these into recommendations and timely action. • Assess how funder priorities and timing fit CLN's strategy, identify connections across programmes, and recommend where effort will have the greatest impact. • Contribute to developing and managing systems for programme evaluation and impact reporting, including to donors.
2. Knowledge & expertise	Recognised for specialist expertise and sound judgement in fundraising (trusts, foundations, philanthropy), strategic understanding, and ability to translate complex topics into donor-friendly assets to support effective donor development and stewardship. Understanding of impact monitoring and evaluation. Guides CLN staff and Board on fundraising strategy, messaging and capacity. Specific activities include: • Research prospective funders, maintain a realistic funding pipeline, and advise Co-Directors on priorities. • Write and edit clear and persuasive bids, pitch documents and other assets, in collaboration with programme, finance and comms colleagues. • Gather results, stories and evidence from litigation and programme teams and turn them into accurate, readable reports and funder-facing materials. • Advise colleagues on what funders look for and how CLN's work meets those needs. • Track requests, deadlines and decisions; maintain orderly fundraising records, data and files. • Plan and run funder events, briefings and meetings, including around key funding dates.
3. Scope & impact	Responsible for the development and delivery of CLN's fundraising strategy and workplan, providing expert advice to the Co-Directors and hands-on implementation of all stages of the fundraising cycle, from prospect research to reporting. Owns the funder pipeline, keeping it current and realistic, with clear priorities, next steps and responsibilities. Drafts proposals and reports from outline to submission and manages the funding calendar to ensure timely delivery of reports and other assets. Delivery directly affects CLN's funding prospects, funder confidence and organisational sustainability.

Responsibility area	What this looks like in this role
4. Decision-making & autonomy	Exercises independent judgement and balances competing deadlines, relationship needs and opportunities. Determines practical approaches within agreed priorities, and coordinates when to involve the Co-Directors and other colleagues so their time is used effectively. Agrees strategic priorities and funder approaches or other significant commitments with the Co-Directors and senior team. Checks that proposed programmatic commitments can be delivered and raises concerns early where they cannot.
5. Relationships & influence	Builds and sustains trusted relationships with current and prospective funders, influencing through expertise, credibility and collaboration. Develops prospective relationships from first contact through to proposal and (if successful) subsequent reporting. Guides Co-Directors and other colleagues on key contacts and asks, and prepares concise briefings for funder meetings and other occasions. Keeps clear records of conversations, commitments and follow-ups, and keeps funders informed between formal reports.
6. People & team leadership	Supports collaborative working across communications, finance, programme and litigation teams. Coordinates contributions to proposals, reports, donor communications and events, clarifying deadlines and responsibilities. Helps colleagues understand funder expectations and shares relevant knowledge. Contributes to team effectiveness and a positive culture. Manages consultants as required. No current direct reports.
7. Values & ways of working	Embodies CLN's values in day-to-day work and in all external engagement. Demonstrates strong commitment to climate justice, human rights and the mission of the organisation. Role-models collaborative, trust-based and inclusive working — including in how the DM works with funding partners and other external contacts.

04 WHAT WE EXPECT OF YOU

Skills, knowledge and experience

Experience

- Demonstrable success in developing and securing new sources of income from trusts, foundations and philanthropic sources, with a strong focus on multi-year, five- and six-figure grants.
- Experience of shaping and leading organisational funding strategy, as well as hands-on delivery of the fundraising process from research through to reporting.
- Experience of prospect research in line with organisational strategy and funding need, and ability to advise senior colleagues on priorities, timing and opportunities.
- Experience of researching and prioritising prospective funders, developing high-quality applications and managing a fundraising pipeline.

Skills and knowledge

- Excellent written communication skills with the ability to translate complex/abstract legal issues into compelling, donor-friendly fundraising assets, reports and cases for support.
- Strong research and analytical skills, with the judgement to identify, prioritise and recommend the opportunities most likely to deliver results.

- Proven organisational skills and the ability to manage multiple applications, relationships and deadlines with strong attention to detail.
- Strong interpersonal and relationship-building skills.
- High attention to detail, with sound financial understanding to support grant budgeting and reporting.
- Good IT skills and confidence using AI, online application systems and standard office software.

Approach

- Self-motivated, resourceful and able to work with a high degree of autonomy.
- Comfortable working in a small, hybrid organisation taking a hands-on approach and being primarily in charge of own administration.
- Collaborative and able to work effectively with colleagues, trustees, volunteers and external partners.
- Committed to the values and charitable purposes of CLN.

Desirable

- Familiarity with climate litigation or legal advocacy and/or experience of fundraising for a climate, environmental or legal NGO.
- Experience of working as a sole fundraiser or part of a small team within a small or medium-sized NGO.
- Experience in programme impact assessment.

05 WHAT YOU CAN EXPECT FROM US

Salary & reward

- Salary €60,000 full-time equivalent (pro rata for part-time) depending on experience and expertise.
- 5% pension contribution.

Development & growth

- Access to professional development opportunities, including individual training budget.
- The opportunity to shape as well as deliver CLN's fundraising work — contributing to funding priorities, funder relationships and long-term sustainability.
- Collaboration with a highly skilled, mission-driven team working across legal, scientific and policy disciplines.

Working life

- Hybrid working arrangements, with options for flexible working.
- 25 days annual leave plus public holidays.
- Supportive working environment, with benefits aligned across Netherlands and UK, where possible.
- Whole team retreats held twice per year.

Culture & values

- A collaborative, expert team working on one of the most significant legal challenges of our time.
- An organisation that takes its values seriously — and expects the same of everyone in it.
- Transparent pay and progression frameworks, so you always know where you stand and what comes next.