

SENIOR DEVELOPMENT MANAGER

Job title: Senior Development Manager

Contract type: 1-year contract, 3-days per week (21hrs per week, standard office hours are 9am – 5pm, Monday – Friday. Work outside these hours is required on occasions. Flexible working subject to agreement).

Start date: April 2026

Salary: £45,000 - £55,000 per annum

Holiday: 25 days + Public Holidays pro rata

Pension: Generous workplace pension scheme

Location: London, Somerset House

Reporting to: Director

Travel: Occasional travel to projects and events may be required.

Safeguarding: In line with Art Explora's Safeguarding Policy, all staff are required to have a Disclosure and Barring Service (DBS) check, which Art Explora will carry out upon appointment.

Art Explora's mission is to tackle the social, economic and geographic barriers that prevent many people from having the opportunity to take part in the arts.

The role

Art Explora UK is a small but entrepreneurial arts charity looking for an experienced fundraiser to join our dynamic team and help us implement a new fundraising strategy, and achieve our ambitious and exciting targets at a time of growth and opportunity.

This is a flexible part-time role for someone who is happy working independently, while liaising closely with the Director, Programme Heads and Trustees. On-boarding and hand-over will be with the current Fundraising Consultant. The Senior Development Manager will identify, cultivate, solicit, and manage funders and prospects, working across public sector, trusts, foundations and corporate supporters. A particular focus will be on securing support for two high-profile, flagship programmes: *Time Odyssey* and the *Mobile Museum*, however there is significant potential to expand this scope of work.

The Senior Development Manager will be someone who thinks creatively, seizes opportunity and, with excellent inter-personal skills, brings experience, energy and drive to attract donors and prospects to the Charity's exciting mission to innovate forms of engagement and increase access to arts and culture.

Specific Responsibilities

- Deliver against a 6-figure fundraising target, taking responsibility for a cohort of prospects, with a focus on trusts, foundations, public sector and corporate partners.
- Write compelling proposals/applications and reports for trusts and foundations, to engage supporters and demonstrate the impact of our work.
- Collaborate with colleagues, in particular the Director and Programme Heads, to source programme information, schedule meetings/calls with prospects, writing excellent briefing notes in advance.
- Adhere to best practice in prospect cultivation, solicitation and stewardship, and ensure the due diligence policies in place are followed.
- Deliver the highest level of donor care through excellent communication skills: building rapport with prospects and donors, and ensuring correspondence is appropriate and consistent.
- Set up and deliver cultivation events for prospects and donors that highlight the work of Art Explora and associated opportunities to support.
- Work closely with press/marketing to ensure messaging and brand identity is aligned.

Key outcomes

- Achieve fundraising target
- Expand and progress the existing pipeline of prospects and donors
- Demonstrate highest level of prospect/donor interaction and relations – actions that result in an engaged and informed donor pool
- Produce excellent and regular donor communications, both written and in-person.
- Submit in a timely fashion proposals and reports.
- Deliver excellent development events as required, within budget.

PERSON SPECIFICATION

- 4+ years' experience in donor-facing fundraising, with a focus on the arts/education sector.
- Highly organised with the ability to work at pace and manage a number of projects and priorities simultaneously.
- Demonstrable experience of working to and meeting challenging fundraising targets; proven ability to secure six-figures awards.
- Experience of independently managing a designated group of donors and prospects and moving those relationships forward to successful outcomes.
- An understanding of and commitment to excellent stewardship and donor care
- Excellent written and verbal communication skills; a developed ability to influence and inspire donors and prospects around a given cause or project.
- Confidence to drive forward relationships with donors and prospects, meeting independently and presenting proposals face-to-face and in writing.

- Flexibility to occasionally work outside of normal office hours and travel to various locations as required.
- A passion for the arts and an understanding of the arts education landscape.

If you feel you meet some of the criteria but not all, please feel free to enquire and learn more.

To Apply

Please complete the relevant online application form:

Option 1: if you have a google account [Apply Here](#)

[<https://forms.gle/T7vEBKgCGbUUwfOTA>]

Option 2: if you don't have a google account [Apply Here](#) [<https://forms.gle/rXfXFYu2K1SKbaN561>]

complete the form and email infouk@artexplora.org with your CV and Cover Letter.

Deadline: 11:59pm Sunday 12 April 2026.

The interviews will be the week commencing 20 April.

We are an Equal Opportunities Employer and welcome applications from people with diverse backgrounds. We strive to promote an inclusive environment, which celebrates and promotes diversity.

For any queries regarding eligibility or the job specification please contact infouk@artexplora.org and we will get back to you as soon as possible.

About Art Explora

Art Explora is a non-profit arts organisation founded in the UK in 2021. Our mission is to tackle the social, economic and geographic barriers that prevent many people from having the opportunity to take part in the arts. We increase access to arts and culture through innovative programming and partnerships, new approaches to engagement and by taking cultural projects into the heart of communities, schools and care settings. We believe in building connections through the arts.

Art Explora runs an annual European Award programme championing arts projects across Europe that demonstrate innovative approaches to public engagement and participation. Art Explora's fleet of Mobile Museum trucks tour across UK and France bringing exhibitions of art from major public collections such as Pompidou and Tate directly into the heart of communities. The Art Explora Festival, led by a Museum Boat, is a major international arts festival touring to 15 countries across the Mediterranean. In the UK, Art Explora gives travel

grants to schools to take children from the most deprived areas of the country on school trips to museums, where they play and learn through an exciting digital adventure game called Time Odyssey. Let's unlock the power of arts, together!

Art Explora is a non-profit arts organisation founded by philanthropist Frédéric Jousset in 2019 with offices in France and the UK. Art Explora is registered UK charity no.1202489.

www.artexplora.org
