

## Job Announcement



### Head of Development and Philanthropy

**The deadline for applications is Sunday 21<sup>st</sup> July 2024.**

<b>Location:</b>	Europe, CET time zone preferred
<b>Location type:</b>	Hybrid
<b>Reporting to:</b>	Executive and Artistic Director
<b>Annual salary:</b>	€60K EUR, dependant on experience
<b>Contract type:</b>	Permanent
<b>Working hours:</b>	Full-time, with the option for 4 days/part time for the right candidate
<b>Candidate level:</b>	Senior Executive

#### **Background**

[The European Union Youth Orchestra \(EUYO\)](#) is one of the world's pre-eminent symphony orchestras. An orchestra of dynamism, youthful energy, and passion shaped afresh each year with highly talented musicians from all 27 EU Member States. Recognised across the world for the excellence of its music-making, and for its success in nurturing the careers of generations of young musicians, the EUYO is always at the forefront, anticipating and reacting to the changing world around it, equipping its members for careers in that world and forging change within the classical music and cultural sectors.

For the past half-decade, the statutory public funding won by the EUYO was sufficient to finance its activities. Now, with a new base in Austria, an expanded programme, preparations for its 50<sup>th</sup> anniversary, and with the challenges of current general global uncertainty, the EUYO wishes to extend its revenue base by reigniting its previously strong tradition in private funding and corporate relationships, beginning with the recruitment of a Head of Development and Philanthropy. The Head of Development and Philanthropy will have responsibility for fundraising from corporates, individuals

and trusts and foundations. The responsibility for the EUYO's statutory public funding from EU, EU member state and local and regional public institutions will continue to be held by the Executive & Artistic Director and the Head of Executive & Finance.

In order to assist this process, the last year 18 months have been used by the Orchestra to create and put in place new development processes and initial donors, including utilising a skilled volunteer Board level fundraising committee, setting up a cross border tax incentive scheme, creating a new bespoke CRM integrated with the Orchestra's database, creating a new website support area, initiating new patrons and individuals programmes and the base strategy for a new alumni programme, and recruiting new initial corporate donors. Now, with all of these processes and achievements in place, the EUYO seeks a dynamic entrepreneurial fundraiser to help deliver the Orchestra's exciting future programme, and over time, to grow a fundraising team as income generation builds.

### **Purpose of role**

The EUYO's passion, energy and commitment are mirrored by that of its management team, and we are now seeking an exceptional Head of Development and Philanthropy to join that team. The successful applicant will start at an exciting and pivotal moment.

Reporting to the Executive and Artistic Director, this role will suit a dynamic, ambitious, collegiate and entrepreneurial individual. Working in close collaboration with colleagues, you will be responsible for shaping the nature of the EUYO's fundraising. You will help us to effectively cultivate, solicit and steward the EUYO's current donors and sponsors and identify and bring on board new donors and sponsors, working with a wide and diverse variety of stakeholders and audiences.

### **Primary responsibilities**

#### **Key responsibilities**

- Continued delivery of the organisation's fundraising strategy, alongside the opportunity to also develop, rethink and remould it, all in consultation with the Executive and Artistic Director and with the support of our Fundraising Committee, Board, Advisory Council and key stakeholders across the EU.
- Build on EUYO's compelling case for support and identify specific projects which align with the EUYO's strategic plan, and which demonstrate the difference that philanthropy will make in delivering on the mission.
- Work with the Executive and Artistic Director and the Head of Communications and Advocacy to ensure together a cohesive integrated public facing language for the organisation in its communications, balancing the needs of different audiences
- Sustain a range of giving programmes: membership, appeals and major giving opportunities which appeal to donors and can be delivered with available resources.
- Ensure systems for renewal of current supporters and developing a pipeline of future donors, which includes a range of corporates, individuals, and trusts and foundations.

- Work with the Fundraising Committee to develop annual appeals and create a strategic plan for the 50<sup>th</sup> Anniversary Appeal.
- Work with the finance team to analyse the effectiveness of different fundraising initiatives, manage budgets and support financial reporting.
- Co-ordinate monitoring, evaluation and reporting for all non-funded projects, with EUYO colleagues.
- Regularly circulate information about the EUYO engagements and initiatives to Directors, corporate supporters, and donors.
- Maintain positive working relationship with all internal and external stakeholders.

### **Governance and finance**

- Keep up to date with changes in fundraising regulation and ensure implementation where required.
- Work with the Head of Executive and Finance to set and manage expenditure and report on ROI.
- Manage quarterly Fundraising Committee meetings in conjunction with the Committee Chair.
- Work with the Fundraising Committee to research new potential committee members.
- Regularly review the Fundraising Policy and associated policies.
- Ensure appropriate fundraising due diligence is completed when appropriate.
- Ensure the EUYO is operating best practice in its fundraising, keeping up to date with any changes in compliance, legislation, and fundraising methodologies.
- Keep up to date on tax matters relating to charitable giving, ensuring the EUYO is maximising income from tax concessions.
- Work with the Communications Team to source suitable donation platforms and software and maintain the EUYO's fundraising database.
- Work with the Communications Team to manage the fundraising complaints register.

### **Individual giving**

- Build on and develop the current major donor strategy to secure long term support.
- Manage the EUYO's membership and patron's programmes with the support of the Communications Team.
- Manage existing donor membership schemes and increase membership year-on-year.
- Research and cultivate a pool of prospective individual donors in conjunction with the Executive and Artistic Director, Trustees and Directors and maintain close relationships with existing donors.
- Build on and develop an annual appeal for individual donors.
- Devise new ways of attracting donors using the EUYO's website and social media channels, beneficiaries and alumni.

### **Corporate giving**

- Develop a healthy prospect list of companies, both nationally and internationally.
- Develop corporate sponsorship and partnership proposals.
- Work with the Executive and Artistic Director, Fundraising Committee, Board and Advisory Council to cultivate and steward corporate partners.
- Explore the potential of corporate membership and, if implemented, administer and service the Corporate Membership Scheme, maintaining close relationships with the members' nominated contacts, circulating information, and ensuring that members enjoy the full extent of the benefits.
- Ensure all corporate partners and sponsors receive appropriate reports as required and in a timely manner.

### **Trusts and foundations**

- Develop a pipeline of trusts and foundation prospects, working with the Executive and Artistic Director and the Head of Executive and Finance to develop appropriate resource for this new pipeline of prospects where necessary.
- Research and apply for funding from trusts and foundations.
- Work with the EUYO colleagues to measure impact and outputs from grant funding.
- Monitor delivery progress and ensure reporting according to grant funding requirements.
- Maintain relationships with trusts and foundations who are already giving to the EUYO, keeping them informed of the EUYO's activities and of the results and benefits generated by their donation.

### **Profile**

*The following offers an aspirational view of our ideal candidate profile; however, we encourage applications from candidates with a wide range of experiences and backgrounds, especially those from underrepresented groups.*

### **Experience**

- 5-10 years' experience in fundraising within the arts and cultural sector.
- Experience in implementing a fundraising strategy.
- Demonstrable success in securing significant gifts from high-net-worth individuals, in the 5-6 figure range, corporate partnerships, and trusts and foundations on a national and transnational level.
- Experience in producing persuasive fundraising case for support and other fundraising marketing material.
- Prior experience in tax-effective giving and fundraising regulation across the European Union.
- Proven track record in building relationships and engaging with key stakeholders at all levels.
- Demonstrable knowledge of creating solicitation and stewardship plans.
- Experience in researching and developing new prospects, uncover untapped markets and sources of funding.
- Experience of working on annual appeal fundraising campaigns.

- Experience in managing budgets.

### **Skills**

- Passion for, and/or knowledge of, classical music.
- Excellent communication skills and the ability to engage with key stakeholders at all levels.
- Working knowledge of fundraising regulations, cross-border, and international giving.
- Adept at managing multiple relationships concurrently and managing your own time effectively.
- Excellent writing skills with the ability to translate complex information into a compelling case for support.
- Experience writing web copy for fundraising.
- Extensive knowledge of individual, major donors, corporate, and trust and foundations, strategies and approaches.
- Ability to work independently to multiple deadlines, whilst delivering under pressure.
- Experience using a fundraising CRM database and ensuring its upkeep.
- Fluent in written and oral English. French and/or German highly desirable.

### **Aptitudes**

- High level of attention to detail.
- Tact and integrity when dealing with both staff and stakeholders.
- Outcome-focused and resilient under pressure.
- An entrepreneurial mind set.
- Willingness to travel across Europe 30% of the time, including to EUYO headquarters in Grafenegg, and offices in Vienna, as well as from locations across Europe, including when the Orchestra is on tour.

### **To apply for the post**

To apply for this role, please submit a copy of your CV/resume and a cover letter outlining your interest in the role and how you fulfil the requirements set out in the job announcement by clicking on the following [link](#).

Please contact McAra Kirby-Fahey at [mcara@darylupsall.com](mailto:mcara@darylupsall.com) for any queries you may have.

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