



BRIEF FOR CONTRACT:

London's Screen Archives Fundraising Consultant

Contract term: to March 2029: 60 days September 2026-March 2029

Location: Film London, Finsbury Park

Reports to: LSA Manager

Daily rate: £350 - £380 per day based on experience

About Film London

Film London is the capital's screen industries agency. We connect ideas, talent and finance to develop a pioneering creative culture in the city that delivers success in film, television, animation, games and beyond.

We work to sustain, promote and develop London as a global content production hub, support the development of the city's new and emerging filmmaking talent and invest in a diverse and rich film culture. Funded by the Mayor of London and the National Lottery through the BFI, we also receive support from Arts Council England, Screen Skills and the Heritage Lottery Fund. Film London also has a national remit, the British Film Commission. Film London manages with the support of the Mayor of London and DCMS: Games London.

We are a registered charity (no. 1163968) that promotes and advances the visual arts of film, TV, games and the moving image. Our charitable objectives are to support a diverse and rich film culture, including film heritage and artist film; the development of London's new and emerging filmmaking talent through education and training; as well as the encouragement of innovative and creative production work; and the promotion of a high standard of artistry, creativity and technique in persons involved in the production of film, TV and the moving image. We are a registered with the Fundraising Regulator.

About London's Screen Archives & Resilient Foundations Project

Managed by Film London, London's Screen Archives (LSA) is a unique network of 70+ organisations that encompasses local archives and community groups through to major museums, galleries and charities. Comprising some 23,000 titles that include everything from home movies to public service films, the Archive provides a uniquely rich survey of

London life over the past century, capturing moments that shaped individual families and communities as well as those that shaped the nation itself.

We are currently at the start of delivering a large-scale three-year project, 'Resilient Foundations: Growing our Impact, Influence and Legacy', supported by the BFI Screen Heritage Fund, awarding National Lottery funding. This project will help boost skills, foster resilience, safeguard the collections and help LSA share knowledge and expertise with other archives. The funding will also help bolster LSA's fundraising and licensing income, thus ensuring the Archive's long-term sustainability.

Please see more at londonsscreenarchives.org.uk

About The Role

As part of our BFI Screen Heritage Fund 'Resilient Foundations' project, we are seeking a highly motivated Fundraising Consultant to support and develop London's Screen Archives' (LSA) nascent major gift fundraising strategy from individuals.

Over three years, the LSA Fundraising Consultant will help start LSA on its major gift and individual giving fundraising journey. You will develop a prospect list from our mailing lists, your existing contacts and through research, that you will then cultivate and convert into successful donations during your contract. You will be supported by our Executive Team and Board as needed. In addition, we will work with you to develop an annual fundraising campaign to raise our profile and secure donations that will support our work discovering and preserving London's history on film.

These early stages of the strategy will aim to build long-term relationships and inspire on-going philanthropic support for LSA. Your work will be essential to our successful delivery of the BFI Screen Heritage Fund objectives.

You will have a track record of major donor fundraising, ideally with an established network of relevant contacts and relationships, and excellent knowledge of the heritage, film and arts sectors. You will also have some knowledge of the screen heritage sector. You will be a highly skilled communicator and relationship builder able to develop compelling cases for support tailored to individual prospects.

Film London can offer an initial contract of 60 days over three years (approx. 20 days per year) until March 2029.

This contract will sit within the Audiences and Archives Team, reporting to and working alongside the LSA Manager and our Head of Partnerships to align with the charity-wide fundraising strategy, working jointly on cultivation and identifying prospects to maximise philanthropic income.

This role is made possible with the support of the BFI Screen Heritage Fund, awarding National Lottery funding.

Key deliverables of this contract include:

- Delivering LSA's fundraising aims and objectives as set out in the BFI Screen Heritage Fund application
- Delivering and updating (as needed) our major donor fundraising strategy and developing realistic income targets
- Developing and delivering an annual fundraising campaign from 2027 onwards
- Creating a prospect list with the aim of converting as many as possible to gifts during the contract
- Working with the LSA Manager and Head of Partnerships to develop and deliver a series of cultivation moments and events
- Working with the Film London Fundraising Sub-Committee to support fundraising campaigns, prospect engagement, and raising Film London's profile and awareness
- Attending Film London Fundraising Sub-Committee meetings where required
- Working with the LSA and Partnerships teams to recruit a small group of fundraising ambassadors who can support LSA with campaigns, approaching prospects and profile/awareness raising
- Advising on the development of fundraising materials including video and social media content to raise our profile and solicit donations
- Updating our database with all contact with prospects and donors
- Supporting the delivery of fundraising sessions for LSA member archives, along with the wider team

Personal Specification

Essential Experience and Qualities

- A proven track record of securing five-figure donations from individuals
- Experience developing compelling campaign messaging and case for support
- Ideally a strong network of established and relevant contacts
- Demonstrable experience cultivating, asking and stewarding major donors
- A proven ability to support cultivation events and dinners
- Experience creating realistic prospect lists and tracking cultivation and stewardship
- Highly skilled and experienced in understanding all gift aid rules and processes
- Highly knowledgeable of UK general data protection regulations and legal requirements related to soliciting donations and personal information
- Excellent knowledge of the Code of Fundraising Practice as set out by the Fundraising Regulator. Aware of all due diligence and legal requirements
- Strong interpersonal and relationship building skills, including confident and persuasive communication skills
- An understanding of the ethos, values and culture of Film London
- An interest in the screen heritage sector

How to Apply

Please send your CV with a covering letter setting out your experience and describing how you meet the criteria, and an [Equal Opportunities Monitoring](#) Form to jobs@filmlondon.org.uk.

The closing date for applications is Wednesday 9 September 2026.

It is the policy of Film London to promote and integrate equality of opportunity into all aspects of its business, including its appointment of staff. We wish to ensure that Film London reflects the diversity of the communities in which it works. We welcome applications from groups currently underrepresented, including Black, Asian and other Global Majority groups, and Disabled candidates.