



Fundraising Manager
Reporting into the Director of Development
£38,000- £43,000
Full time & Permanent

The Fundraising Manager will play a pivotal role in enhancing and executing Clifton College's development and fundraising strategy. Working closely with the Director of Development, this individual will be responsible for raising funds and managing relationships with prospects and donors, organising fundraising campaigns and delivering events.

You will support the Director of Development to raise philanthropic funds through major gift and regular giving fundraising to support key development projects for the College.

About Us

Clifton College is a leading independent day and boarding school educating over 1,200 pupils aged 3 to 18. Founded in 1862, the College provides an all-round education, a rich heritage with modern state-of-the-art facilities. Located in the beautiful suburb of Clifton, we lead the way as one of the best independent schools in the country.

What you'll be doing (objectives)

Donor Relations and Stewardship

- Work closely with the Director of Development to deliver the fundraising strategy, with a focus on securing major gifts, regular giving, and corporate sponsorships.
- Build and maintain strong, long-lasting relationships with prospective and existing donors.
- Identify new prospects and funding opportunities.
- Meet with donors and prospects with the Director and alone to develop the pipeline of future support.
- Ensure timely and personalised communication with donors to acknowledge gifts, provide updates on impact, and cultivate long-term relationships.
- Write compelling proposals and impact reports.
- Work with the Head of Alumni to develop engagement strategies for legacy giving to the 1862 Club.



- Work with marketing to create promotional materials and build our portfolio of testimonials.

Event Management

- Create engagement events for potential donors.
- Work with the alumni team to plan stewardship events for supporters.
- Support the development of parent engagement events.
- Support the Head of Alumni with the career mentoring programme.

Administration

- Manage gift processing using Raiser's Edge, including receipting and thanking supporters, and managing pledge payment reminders.
- Create tailored communication and engagement plans for prospects and donors.
- Provide regular updates on fundraising progress and donor reports for the Director of Development.
- Develop and manage fundraising budgets, ensuring all fundraising activities are cost-effective and within financial targets.

About You

The ideal candidate will be an excellent communicator, highly organised, and have fundraising experience within the education or charity sector.

Required Qualifications & experience

- Proven experience in fundraising, development, or a related field, ideally within an educational or non-profit organisation.
- Strong knowledge of fundraising best practices, including major gifts, regular giving, legacy giving, grant writing, and event management.
- Excellent interpersonal and communication skills, with the ability to build relationships with a wide range of stakeholders, including current and former parents, alumni, pupils, staff, Governors and donors.
- Highly organised, with the ability to manage multiple projects and deadlines



effectively.

- A passion for education and an understanding of the unique challenges and opportunities facing independent schools.
- A team player who positively contributes to a collaborative and ambitious team culture. Adaptable and flexible to change as required.
- Experience with managing budgets and using fundraising CRM systems (preferably Raiser's Edge).
- A proactive, results-driven attitude and a desire to make a tangible impact in a school environment.
- Proven experience of planning and implementing successful major donor fundraising programmes
- Proven experience of securing high-value major gifts
- An understanding of trends and developments across the sector and demonstrable knowledge of best practice in major donors, trusts and foundations fundraising
- A degree or equivalent.

Desirable Skills

- Experience in organising and leading fundraising events.
- Knowledge of UK charitable giving regulations
- Experience in working with high-net-worth individuals and corporate sponsors.
- Previous experience in alumni relations or school development.

What's in it for you

£38,000- £42,000 salary • 26 days annual leave plus bank holidays • BUPA Employee Assistance Programme • BUPA Confidential counselling and advice • Career development and training • Cycle to work scheme • Discounted onsite gym and pool membership • Free lunch • Enhanced Pension scheme • Life Assurance • Menopause clinic • Onsite Flu vaccine clinics • Pop up bike servicing • Refer a friend scheme • Holiday Club employee benefit which is available for children from Reception Year up to Year 8 • Wellbeing benefits

Clifton College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. That's why we apply robust selection principles to our recruitment, in line with Keeping Children Safe in Education (KCSIE).



Although not all the roles at Clifton College are pupil-facing, we treat all roles as regulated activity. This means we can be safe in the knowledge that we have applied the most stringent recruitment checks to safeguard our pupils.

Due to the nature of the role, you will need to complete an enhanced criminal record disclosure (DBS check) and undergo our pre-employment screening. As a regulated sector we are required to ask for references prior to interview. By applying for this role, you are consenting for us to contact your referees. This role is exempt from the Rehabilitation of Offenders Act 1974 therefore you will be asked to disclose all previous convictions not exempt under amendments to the Exceptions Order 1975, 2013 and 2020.

If you join us, we'll expect you to maintain an up-to-date knowledge of Safeguarding legislation, and our safeguarding policies and procedures. We'll also ask you to maintain an up-to-date knowledge of Equality and Diversity legislation and associated policies, as well as Health & Safety legislation. But don't worry because we'll provide training to do this!

Equal Opportunities

Applications are welcome from all suitably qualified candidates regardless of ethnicity, gender, age or disability. We particularly encourage applications from under-represented groups. Clifton College is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

How to apply

Please note that we can only accept applications via our vacancy [website](#) application form (which will also allow you to attach your CV or any other supporting information).

Clifton College and the Clifton College Education Group is committed to safeguarding and promoting the welfare of children and young people, all staff and volunteers are required to share this commitment. Due to the nature of the role, you will need to complete an enhanced criminal record disclosure (DBS check) and undergo our pre-employment screening. As a regulated sector we are required to ask for references prior to interview. By applying for this role, you are consenting for us to contact your referees. This role is exempt from the Rehabilitation of Offenders Act 1974 therefore you will be asked to disclose all previous convictions not exempt under amendments to the Exceptions Order 1975, 2013 and 2020.



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