



**START
SOMETHING**

YOUR NEW ROLE AT THE TRUST

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| JOB TITLE: | Head of Philanthropy – Central | PAY BAND: |
| FUNCTION: | Fundraising, Brand & Marketing | Support Delivering Specialist/Managerial |
| THE TEAM: | The Philanthropy team is a crucial part of the Fundraising and Marketing Directorate and has long played a key role in income generation for The Trust, collectively responsible for raising up to £18m per year in support of our life-changing work for young people across the UK. | Technical Lead/Function Head Senior Leadership Team |

WHERE YOU WILL FIT

| | | | |
|---|-----------------------------|--------------------------------|---|
| Director of Fundraising, Brand & Marketing | Director of Philanthropy | Senior Head of Major Giving | Head of Philanthropy – Central |
|---|-----------------------------|--------------------------------|---|

HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

The Philanthropy team looks after supporters who have a bespoke and personal relationship with The Princes Trust. These supporters may fund specific areas of our work across the UK. Your role is responsible for leading fundraising across the Central region with Individuals and Charitable Trusts with long-term giving potential of £25k+, building strategic, meaningful, and long-lasting relationships which secure multi-year funding.

Building relationships with new and existing senior volunteers including members of our Boards and Committees to advance prospect and donor relationships is a key part of your role. You will work closely with the wider fundraising team, local Operations and Finance teams to support our place-based strategy. These funds directly support disadvantaged young people across the UK to access programmes, build confidence and enable them to thrive.

WHAT WILL YOU DO?

- 🌸 Maximise the place-based strategy and fundraising for priority metro and high-need locations in the Central region and Wales with a focus on £25k+ giving from existing and new prospects.
- 🌸 To lead on securing income from current and prospective major donors and trusts/foundation funders across the region (£25k+ remit).
- 🌸 To own and effectively manage a live and active prospect portfolio with clear plans on cultivation from prospect to secured income.
- 🌸 Maximise the potential of the place-based strategy and the 50th philanthropy campaign through a defined prospecting strategy, cultivation, and stewardship plan for the region.
- 🌸 To develop high-quality, bespoke, creative proposals and funding agreements, understanding the needs of the target audience.
- 🌸 To keep abreast of relevant programme activity, developments, and priorities to effectively support and add value to new funding opportunities.
- 🌸 To produce status and finance reports as required by the Senior Head of Relationship Philanthropy and to support accurate reporting and forecasting.
- 🌸 To maximise the potential senior volunteer networks including regional development committees and stand-alone influencers.
- 🌸 Actively seek opportunities to work with UK-wide philanthropy colleagues, maximise collective products and ensure donors are managed in the appropriate place.
- 🌸 Responsible for actively contributing to an equitable, diverse, and inclusive workplace.



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THE SKILLS YOU'LL BRING

All of the roles at The Trust are key to our success and there are certain skills we need to be successful. And while we will shortlist the most qualified people for the role, we ask everyone for a supporting statement. If you think you could do the role, but don't have all the desirable experience, we would still love to see an application from you.

WE REALLY NEED YOU TO HAVE THESE

| Skills & Knowledge | Why do we need this? |
|--|--|
| A high-level negotiator with the ability to follow through and close funding agreements | You'll need to secure sustainable income and tailor your approach to the individual/T&F. |
| Exceptional interpersonal skills, and ability to relate to a wide range of people. | You will engage with a variety of people including internal stakeholders, donors, supporters, volunteers, and young people. |
| Excellent communication skills - verbal, first-class written skills, ability to develop detailed proposals and budgets. | You will be responsible for engaging existing and new supporters through face-to-face meetings, written proposals, and articulating budgets. |
| Ability to successfully motivate and inspire senior volunteers | You will work directly with Senior Volunteer Committees who support the Trust in the Central region and other areas when required. |
| Ability to assess prospects' gift capacity and prioritise and allocate prospects and efforts accordingly | Your role will focus on £25k+ prospects and this will enable strong portfolio management and focus |
| A strong project manager with the ability to secure new sustainable income from major donors, trusts, and foundations. | Raising funds is the primary purpose of this role and you will utilise different projects across the organisation to engage with funders. |
| Proven planning skills and ability to manage a varied and busy workload and to work to tight deadlines | This is a busy role with lots of exciting opportunities. It is important to be organised |
| Advanced understanding of the charitable sector, specifically across the UK. . | It is important to have a strong understanding of the landscape across the UK and the unique complexities or opportunities it presents |
| Experience | Why do we need this? |
| Highly motivated self-starter with demonstrable experience in a relevant fundraising, charity or sales and marketing environment | You'll need to manage your income and expenditure. |
| Demonstrable experience in generating significant income through driving new business opportunities and securing six figures' gifts (£100k+) | You will be expected to secure high-value and sustainable gifts. |
| High-level account manager, able to increase support from key relationships and designated accounts to achieve defined income targets. | You will need to achieve defined income targets and the best way to do this is with excellent relationship management skills. |
| Experience in managing a portfolio of activities in a target-driven environment. | You'll manage multiple projects within your role |

WE WOULD LOVE IT IF YOU COULD DO THIS

| Skills & Knowledge | Why do we need this? |
|---|---|
| An understanding of donor motivations. | This is key to securing income. |
| Ability to accurately forecast, report on and devise complex budgets. | You will be responsible for managing monthly forecasting process. |

WHAT DO WE EXPECT FROM YOU?



START SOMETHING

OUR VALUES

Our values are at the heart of everything we do – they articulate who we are and how we work together to achieve our aims to help young people.



Here at The Prince's Trust, we're committed to equality, diversity, and inclusion. We want to be an organisation that's representative of the communities we serve, which is why we strive for diversity of age, gender identity, sexual orientation, physical or mental ability, ethnicity, and perspective. Our goal is to create an environment where everyone, from any background, can be themselves and do the best work of their lives.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by PT CAN (our Cultural Awareness Network), PT GEN (Gender Equality Network), PT DAWN (Disability & Wellbeing Network) and Pulse (LGBTQIA+ Network). For more information, [click here](#).

OUR BEHAVIOURS

We expect certain behaviours from you about how you interact with colleagues, our partners, young people & the public. As someone who works at a technical lead or head of level, we would expect that you live these behaviours.

| Leading by Example | Continuous Improvement | Effective Communication | One Team | Delivering Results |
|--|--|---|--|---|
| <p>You inspire others through passion for what we do.</p> <p>You keep young people and our end goal in mind.</p> <p>You instil trust in others through consistency, professionalism and being accountable for team success.</p> <p>Resilient and determined in the face of challenges.</p> <p>You're authentic, bringing unique talents to work and encouraging others to do the same.</p> <p>Role models integrity and acts according to our Values</p> | <p>You understand the internal & external factors that demand change and innovation from The Trust</p> <p>You lead change processes with skill & positivity and help others see the benefits and opportunities.</p> <p>You take an entrepreneurial approach to improve how we do things.</p> <p>You take steps to further own development, coaching others to do the same.</p> <p>You encourage a culture of constant improvement.</p> <p>You role model a positive & constructive approach to giving and receiving feedback</p> | <p>You're approachable, clear, and inspiring.</p> <p>You effectively communicate information throughout The Trust</p> <p>You challenge the thinking of others and raise issues in a diplomatic, non-judgemental way.</p> <p>You seek to understand multiple perspectives, listening to others' concerns or barriers before responding</p> | <p>You role model effective and mutually supportive teamwork with colleagues</p> <p>You bring the team together in pursuit of shared purpose.</p> <p>You manage relationships with multiple stakeholders, gaining buy-in and balancing their different priorities.</p> <p>You share knowledge and information.</p> <p>You build a broad range of trusting relationships both across The Trust and externally.</p> <p>You have a broad organisation knowledge and awareness of how actions in one team will affect others</p> | <p>You translate The Trust's vision into a vision for your own team, making long-term plans and setting goals accordingly.</p> <p>You make decisions through establishing facts, considering consequences, and making sound judgements.</p> <p>You address obstacles, finding workable solutions.</p> <p>You set quality standards & challenge others to maintain them.</p> <p>You empower the team and place trust in them to take ownership and deliver results.</p> <p>You manage resources to maximise their impact and deliver results</p> |

THE WELFARE OF OUR YOUNG PEOPLE

The Prince's Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of this commitment, we undertake basic disclosure checks in accordance with the Codes of Practice for all roles within the Trust, and for our roles working directly with young people, at an enhanced level. Having a criminal record will not automatically exclude applicants.