



Head of Philanthropy & Partnerships Fundraising

JOB DESCRIPTION

Hours:	Full time hours are 35 hours per week, but applicants seeking part time hours or flexible working are encouraged to apply
Term:	Permanent
Reports to:	Director of Fundraising & Marketing
Direct reports:	Philanthropy & Partnerships Manager Hospital Partnerships Manager
Salary:	£41-45,000

Scope of the role

- To play an active role in the Fundraising & Marketing Leadership Team, supporting the Director of Fundraising & Marketing to develop and deliver the Fundraising & Marketing strategy in support of Bristol & Weston Hospitals Charity (BWHC) vision, mission and goals.
- To be responsible for the following key areas of fundraising:
 - Charitable Trusts
 - Mid-level and Major Donors
 - Corporate Partnerships
 - Hospital Partnerships
- To lead the Philanthropy, Corporate and Hospital Partnership teams to achieve sustainable income growth through:
 - Growing the breadth and value of the organisation's project pipeline, aligning project acquisition activity with known supporter interests and ability to make broad and deep impact
 - Building and maintaining relationships and support from funders, increasing average gift and frequency of multi-year giving
 - Establishing strong, long term and strategic corporate partnerships delivering not only income but additional organisation benefits
 - Maximising our hospital partnerships to build awareness, drive staff fundraising, build the project pipeline and to gather strong and powerful stories about impact
 - Delivering exceptional donor stewardship

- Contributing heavily to the development, planning and management of Charity capital appeals

Key responsibilities

Leadership and Management

- To deliver inspiring and strategic leadership of the whole Fundraising & Marketing team, working as part of the Fundraising & Marketing Leadership Team to build an integrated, positive, healthy and performance focused organisational culture
- To provide empowering team and operational management including:
 - Establishing clear lines of responsibility and accountability
 - Setting clear income and activity targets and establishing effective/efficient tracking, processes and monitoring systems to appraise income performance, pipeline and relationship management
 - Coaching and development of team to maximise performance
 - Robust financial management including budget setting and forecasting
 - Monitoring and mitigating strategic and operational risks
 - Ensuring compliance with organisation-wide accountability framework, policies and systems
- Be externally focused, building relationships across the sector and learning from the private sector to develop best practice.

Supporter Acquisition

- To oversee and implement a strategy for the cultivation and stewardship of Major Donor, Trust and Strategic Partners (Corporate & Hospital) to achieve short and long term income targets
- To work closely with CEO, Trustees, fundraising colleagues and BWHC's existing network to generate a pipeline of new prospects and to develop a team of active and enabled ambassadors and influencers ready to make approaches on the charity's behalf
- To develop and manage volunteer/development boards, as needed
- To develop a programme of cultivation and engagement activities for high value supporters/partners
- To implement a strategic approach to proposition development based on ongoing insight into the areas of opportunity within BWHC's strategic plan
- To identify and bring together appropriate stakeholders to develop high value or complex applications or pitches
- To manage own portfolio of potential corporate new business and high value prospects

Supporter Experience & Stewardship

- To manage own portfolio of high value partnerships and relationships
- Using supporter insight, and working with the Supporter Experience, Data & Insight team, develop supporter plans and journey frameworks to ensure that supporters are contacted at the right time and in the right way with the right engagement offer, through the most appropriate channels
- To deliver outstanding stewardship and account management aimed increase levels of multi-year commitment from high-value supporters

University Hospitals Bristol & Weston (UHBW) Partnership

- To lead on the delivery of a hospital engagement and partnerships programme, identifying, delivering and optimising staff engagement activity
- Develop and deliver effective and meaningful UHBW staff supporter journeys, facilitating on-going support
- Contribute to the development of a long-term strategic approach to funding of UHBW's strategic capital programme
- Work with the Director of Fundraising and Marketing and Head of Grants to identify and develop the project pipeline
- Attend relevant UHBW groups, representing the charity and furthering relationships
- To contribute heavily to the successful delivery of capital appeals, leading the philanthropy & partnerships team including:
 - Developing appeal propositions
 - Managing development boards, appeal ambassadors to establish key relationships
 - Conducting prospect research
 - Ensuring successful bids to high-value supporters

Person specification

- Demonstrable success in leading a Philanthropy and/or Corporate Partnerships Fundraising team
- At least three years' experience in leading and managing teams, including setting a vision and strategic direction for a team, and recruitment, management, support and evaluation of staff
- Demonstrable experience of securing 6-figures gifts, from across Trusts, Major Donors and/or Corporate Partners
- Extensive and sensitive relationship building and management experience
- Experience of running or heavily contributing to a successful capital campaign
- Proven experience of securing new partnerships through delivering impactful presentations and pitches
- Working collaboratively and influencing effectively across organisational boundaries to achieve goals
- Understanding of relevant legal, data and governance issues and obligations
- High level of numerical, business planning, monitoring and budgeting control skills

- Ability to prioritise, manage and coordinate multiple projects and multi-disciplined team to deliver to tight deadlines