



HERITAGE *of* LONDON
TRUST

HEAD OF PHILANTHROPY

April 2024





Welcome

From our Director

I am delighted that you are considering this opportunity at Heritage of London Trust and hope you are as excited as I am about the impact this role will make within our organisation and across London.

Heritage of London Trust restores the buildings and monuments that tell the story of the city and its people. Founded over 40 years ago, our mission was to rescue characterful and neglected historic sites all across the city, building community pride. We've recently launched our Proud Places youth programme to inspire, engage and develop skills now and for the future.

Our team are passionate about their work, dedicated to securing the future of these beautiful sites and transforming opportunities for young people. With 40 projects on our books at any one time, and over 6,000 young people involved so far, we are busy and effective. Our funding model is simple and works well. Our Board of Trustees is committed and engaged, and many of them are generous personal donors.

We have a great pipeline of corporate partners, opportunities with charitable foundations and attractive offers for donors to experience our work up close. We are now investing in our fundraising capability to capitalise on these opportunities.

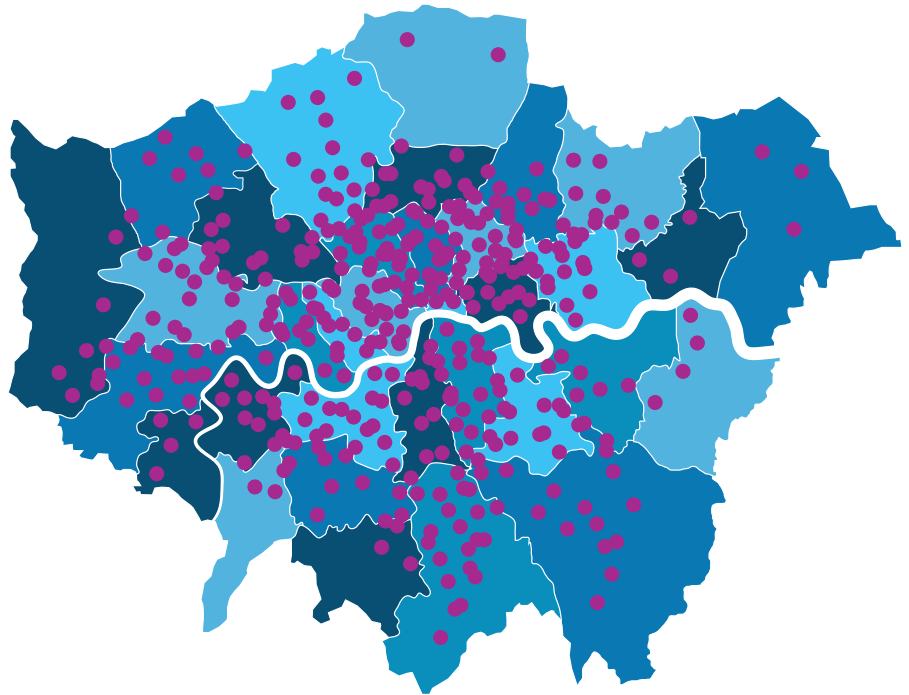
We are looking for a Head of Philanthropy who shares our ambition & drive and is excited to work closely with a collaborative team while enjoying autonomy in building on our great work to date. With support from inside and outside the organisation this is an opportunity to spread your professional wings and help drive our growth, reach and impact.

We look forward to hearing from you.

Dr Nicola Stacey

Director

About Us



Heritage of London Trust (HOLT) is London's independent heritage charity, initially set up in 1980 by the Greater London Council to rescue historic buildings and monuments.

To date, we have restored nearly 800 sites across London. We restore buildings and monuments of exceptional historic and architectural interest all across London, supporting local communities who most need our help. We identify projects, commission condition surveys, give grants and guide the restoration of each site from beginning to end.

Our Projects

We focus on heritage sites at risk in areas of least investment - in local communities that most need our help, ensuring a sustainable future for every project we work on.

Our projects are often landmarks in the local community and their restoration helps create community pride.

Our projects have a huge range from medieval sites such as St Leonard's Priory in the East End of London, wonderful 18th century buildings such as Strawberry Hill House and the Octagon in Twickenham, Victorian monuments and post war sculptures.

We have a deep understanding of conservation and work closely with other stakeholders to get the best outcomes, engaging local authorities and working with London's top conservators to bring every project back to life. Our work is highly regarded and is often seen as a kitemark for other funders.

Our annual conference attracts star speakers from across the creative industries.

To see more about our work across London, please [click here](#).





Our Proud Places Programme

Proud Places is a groundbreaking London-wide engagement programme inspiring young people with the world around them. Through heritage projects, we introduce children aged 11 and upwards to important themes in local places... the hidden stories of London and why they matter.

The programme helps young people improve their life choices as well as their life skills. Our core aims are to create curiosity, build skills, break barriers and instill pride. We offer site visits and craft workshops, a chance to explore London behind-the-scenes and develop local knowledge and pride in their community.

HOLT is the only UK heritage organisation to specialise in working with excluded pupils, young people at risk of gang exploitation and young refugees. Proud Places also works with mainstream primary and secondary schools across the city.

As part of this work, we also run Proud Prospects, a unique career development programme designed to support and prepare young people across London who struggle with a lack of employment confidence and opportunities. Run in partnership with global law firm Jones Day and other corporate supporters, the programme has been running for two years and includes schools from all over London.

The Proud Places programme was developed with our Proud Places Young Ambassadors and launched during the pandemic in October 2020 with funding from the Jones Day Foundation. To date we have worked with 6,000 young people and the programme continues to expand.

To learn more about our work with young people, please [click here](#).

Our Poet for Places Programme

London's Poet for Places programme is the first of its kind to offer a young non-professional writer the chance to engage with London's heritage and stories. It is a year-long programme open to 18-25 year old London residents and is run in collaboration with Brunel University with the support of the Caledonia Investments Charitable Foundation. The Poet receives a grant and professional mentoring throughout the year, whilst also mentoring young people and leading creative writing workshops.

This year's chief mentor has been poet and Chair of the Royal Society of Literature Daljit Nagra.



Our Team and Governance

We currently have a team of 11 staff who work across HOLT's heritage and Proud Places programmes. We have grown quickly in the last few years and have strategic plans to continue this growth.

The team currently work a hybrid model and are based from a new purpose-designed co-working office space FiveFields. Fivefields has been developed specifically for charities working in the youth engagement sector to facilitate growth, networking and collaboration with each other through shared interests and challenges. The office is a 5 min walk from Victoria tube and train station. To view this exciting new impact focused hub for charities, please [click here](#).



We have a wonderful team of 9 trustees who are committed and well connected. The Board is chaired by Sir Laurie Magnus CBE who was previously chair of Historic England and English Heritage.

We are deeply honoured to have His Royal Highness The Duke of Gloucester as our Patron. The Duke has been Royal Patron of the Trust since its foundation in 1980 and takes an active role, visiting projects and supporting the Trust and its work across London.

To find out more about our people and governance, please [click here](#).

Background to the Role

This is an exciting opportunity for a talented fundraiser to make a tangible difference to London's landscape and its people. The Head of Philanthropy is a new role reporting to the Chief Executive.

As our programme work has expanded, so has our team and investment into our fundraising capability. We are now looking for a dedicated fundraiser who will help us build on our fundraising activity to grow income.

We have actively cultivated support from a dedicated group of high value supporters - some focused on heritage restoration, others aligning their interest with our youth engagement and community development. We currently steward our supporters through a series of high-quality events such as intimate lunches, VIP behind-the-scenes visits, site based workshops and expert-led conferences.

Whilst we provide very high-quality donor stewardship, this new role will provide the dedicated resource to consolidate our approach, allowing us to leverage our increasing scope for growth. Given the intersectional nature of philanthropy across individual donors/HNWI, Trusts and Foundations and senior executive/ Corporates, this role may have touch points across all income streams.

In partnership with the Chief Executive, in the coming year this role will:

- Continue stewarding and growing our successful Patrons' Scheme (currently giving between £1k-£10k each)

- Develop a major giving strategy
- Develop a lighter touch membership scheme for lower-level monthly giving.
- Continue developing our small but growing legacy income stream with existing high value donors.
- Work closely with an eager and willing Board of Trustees (which includes a senior Fundraiser) to further leverage their significant networks.
- Support the development of applications to Trusts and Foundations.
- Support the Chief Executive in their work cultivating corporate partnerships.

The Head of Philanthropy will work alongside a part-time Assistant who will support fundraising admin and events. Our intention is to grow the fundraising team in line with our income growth. The Head of Philanthropy will also work closely with peers – currently a Head of Communications and Head of Programmes.

We have a strong fundraising proposition alongside ambitions to grow our income significantly; we will discuss with the new Head of Philanthropy what this could look like as we agree a strategy and targets moving forward. This is a brilliant time to join the team and is a great opportunity to work in partnership whilst also having the autonomy to shape and grow our fundraising activity.

Job Description

Role Purpose

The Head of Philanthropy will be responsible for managing key donor relationships, securing major gifts and legacies of five and six figures, developing our flourishing Patrons' Scheme and supporting corporate partnerships. Using robust research, analytics and fundraising strategies you will steward and convert existing donors, cultivate new prospects and build effective stakeholder relationships.



Key tasks

- Review the current portfolio of fundraising programmes for individual giving, identifying opportunities and developing strategies to refresh.
- Work collaboratively with the Chief Executive to develop supporter-centric journeys that optimise income and ensures every supporter feels valued, appreciated, and informed.
- Influence and develop key internal and external stakeholders effectively, both inside and outside the UK, working with the Chair and Trustees to build on their networks.
- Work with the communications and project teams to produce lively and well-informed content and create entertaining donor visits to projects across London.
- Plan and develop elegant supporter events.
- Ensure that all gifts, grants and sponsorships are recorded, thanked and publicly acknowledged as appropriate.

Person Specification



Essential skills, experience and qualities:

- Experience in a mid-level philanthropy role, implementing successful income growth with a track record of meeting targets.
- Experience of operating in the charity, cultural or education sector with a personal interest in our work – the importance of heritage and how community/youth engagement can intersect to create impact.
- Track record of securing 5-6 figure gifts from individuals and or organisations.
- Good understanding of best practice in philanthropy.
- Excellent relationship-building skills with the ability to engage with senior figures.
- Warm and charismatic with high levels of professionalism, resilience and creative thinking.
- A sophisticated, meticulous, persuasive communicator – both verbal and written.
- A strategic thinker with an eagerness to further develop your strategic capability.
- Comfortable operating at high levels whilst also happily staying hands-on in day-to-day work.
- Highly self-motivated and confidence to work autonomously, without close direction at all times.
- A strong team working/collaborative approach.
- Right to live and work in the UK.

Terms



Salary: Up to £55,000pa, depending on experience

Location: London, Victoria

Employment Status: Permanent

Hours: Full time. 4 days will be considered

Hybrid working: The team currently work 3 days from the office and 2 from home

Annual Leave: 25 days plus bank holidays

Pension: 3% Employer Contribution, 5% Employee Contribution

Extra: Fivefields, our co-work space, offer regular events, talks, breakfasts and discounts on restaurants and local businesses

Heritage of London Trust is an equal opportunities employer committed to the diversity of our team and the inclusion of all of London's communities in our work. We encourage applicants from diverse backgrounds and do not discriminate on the basis of race, ethnicity, national origin, sexual orientation, gender identity, religion or faith, or physical ability.

How to Apply



To arrange an informal and confidential discussion to explore the role in more detail, please contact Ami Jenick at People Beyond Profit via email

ami@peoplebeyondprofit.co.uk or phone +44 (0)7957316541.

To formally apply, please send your CV along with a 500-word supporting statement, outlining why you are interested and how you meet the points in the person specification to:

www.peoplebeyondprofit.co.uk/jobs/holtphilanthropy

Closing Date: 12 May 2024

**People Beyond Profit Conversations:
Until 16 May 2024**

**HOLT Interviews:
First Interviews 24 May 2024 Second
Interviews W/c 27 May or 3 June
2024**