

JOB DESCRIPTION

Job Title	Head of Partnerships and Philanthropy
Department	Partnerships and Philanthropy
Reporting to	Director of Influencing and Engagement
Line Manages	Trusts and Foundations Manager Corporate Partnerships Manager (Account Manager) Corporate Partnerships Managers (Business Development) x 2 Major Donor Advisor or similar (to be appointed)
DBS/BD/PVG	Basic DBS
Location	Avonmore Road, London W14 8RR (with hybrid working)

JOB PURPOSE

The **Head of Partnerships Philanthropy** will be responsible for trusts, foundations, and major gift fundraising, as well as for growing and maximising the potential of creating purposeful partnerships with corporates and other relevant organisations. Additionally, the Head of Partnerships and Philanthropy will support our partners in their interactions with their older vulnerable customers facing financial hardship including through referrals to our advice services.

The Head of Partnerships and Philanthropy will lead their team in creating and implementing a strategy for high-value fundraising. This new strategy will aim to generate substantial income from high-net-worth individuals, trusts, foundations, and businesses.

The Head of Partnerships and Philanthropy will work with colleagues, trustees, our ambassadors and existing supporters to lead the implementation of our partnership strategy that enhances our ambition to extend our reach to older people facing financial hardship by establishing strong and effective partnerships with a range of partners, their staff, and customers.

As a key member of our Leadership Team, the Head of Partnerships and Philanthropy will work closely with colleagues from across Independent Age to ensure that our partnership and philanthropy activities significantly contribute to supporting our mission to improve the lives of older people struggling with their finances.

KEY RESPONSIBILITIES

Philanthropy and Major Gift Fundraising

- Lead the strategic delivery of a high-value fundraising strategy to grow and maximise income in line with Independent Age's strategic ambitions.
- Lead on cultivation, stewardship and recognition activities to ensure Independent

Age maximises potential donors' income.

- Develop constructive relationships with high-value donors (High Net Worth individuals, donors, trusts and foundations, and corporate donors) to deliver and grow income budgets.
- Ensure that our existing donors, trusts, and foundations are engaged with our work and understand our impact so that we can retain and grow the value of their support.
- Ensure that funders reporting requirements are met and that all donors are aware the impact of their donations across our charitable activities,
- Develop and implement our case for support to ensure it incorporates our information and advice services, training offer, grants programme, and policy activities and is based on full-cost recovery. This will ensure our fundraising applications retain current donors, attract new donors, and align with donors' objectives.

Corporate Partnerships

- Identify, approach, and build sustainable relationships with corporate partners who will support our goal of improving the lives of one million older people facing financial hardship and, where possible, deliver additional income through our partnerships programme.
- Shape our menu of offers for different partners, including supporting our grant programme, signposting vulnerable older customers to our support services, training for partners staff, generating referrals to our helpline and advice services.
- Deliver outstanding account management of new and existing business partnerships, achieve objectives, and build excellent relationships that facilitate future growth in income and support. Including extending our relationships with partners to their employees and customers through fundraising activities and participation in events.
- Lead and collaborate with colleagues from our Services and Grants, Finance and Governance directorates to coordinate and respond to external tenders from corporates, and public sector for commissioned services. Ensure that service-level and contractual agreements are delivered and reported accurately.
- Work with the Marketing and Communications Team to promote partnership initiatives, where necessary, to drive older people to our and partners' support and information services.

Leadership and Management

- As a member of the Leadership Team, provide inspiring, empowering and effective leadership, direction and oversight to Independent Age to maximise the impact for older people facing financial hardship.

- Help to embed our values and champion a positive, supportive culture to optimally deliver our mission
- Champion Equity, Diversity and Inclusion in all that we do.
- Ensure effective performance management of line reports, with agreed objectives and development plans in place, to enable them to excel.
- Effectively manage budgetary or financial responsibility and support the embedding of a culture of financial awareness and scrutiny.
- Maintain compliance and adherence with all processes to ensure good governance.
- Maintain relevant sector knowledge and experience and represent Independent Age at conferences and events.
- As a leadership team member, create positive relationships with other heads of departments, SLT, and internal and external stakeholders to share knowledge, insight, and evidence.
- Contribute and lead organisational projects, ensuring delivery on time and within budget.

General Responsibilities

- Embrace diversity and share in our commitment to equality of opportunity and to eliminating discrimination.
- Model and embed Independent Age's values and behaviours.
- Share in our commitment to promoting welfare and safeguarding adults at risk of harm and any children or young people connected with them that we may come into contact with through our work.
- Ensure that information is obtained, used and stored in accordance with our Data Protection and Confidentiality policy.
- Undertake any other duties commensurate with the level of the role.

How We Work

At Independent Age, we live by our values and EDI principles.

Our Values are that we are:

- Purpose-driven - the experience, needs and views of older people are central to everything we do
- Compassionate - we listen, care and take action.
- Expert - our work is evidence-based and solution-focused.
- Collaborative - we work in partnership to maximise our impact.
- Accountable - we work with integrity and transparency.
- Inclusive - we value diversity and always treat everyone fairly with dignity and respect.

To put our EDI Principles into practice, we will:

- Proactively challenge ageism and other forms of discrimination throughout our work.
- Celebrate and champion diversity within and outside our charity and create a culture where everyone knows that they belong.
- Develop our leaders so they can act as role models and champions and our staff so

they can embrace these principles and apply them in their work.

- Deliver equity of opportunity for our staff, volunteers and the people who use our services whether they have a protected characteristic or not.
 - ensure our strategy, policies and actions are integral to our annual planning processes to ensure that we deliver our goals and that our values are central to their delivery.
 - Commit to setting target indicators for diversity and regularly review progress.
 - Collect data to enable us to track our progress.
 - Be publicly accountable and transparent about our progress.
 - Use our influence to champion the principles of EDI proactively internally and with external partners.
 - Continuously improve, adopt best practice and learn from and share with others.
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PERSON SPECIFICATION

- A demonstrable passion for, and affinity with, our cause.
- A proven track record in high-value fundraising, including securing donations from major trusts, foundations, high-net-worth individuals, and businesses.
- Significant experience shaping and implementing a successful high-value fundraising strategy that has delivered a step change in income generation.
- Demonstrable experience identifying, winning and implementing impactful corporate partnerships beyond fundraising.
- Experience developing partnerships with high-profile brands and an understanding of the importance of 'partnerships with a purpose' in delivering income and mission objectives.
- Experience in effectively developing, managing and reporting complex income and expenditure budgets.
- A good understanding and/or experience of the differences between grants and contracts and the use of charity trading companies,
- Demonstrable experience in working with colleagues to develop partnerships, deliver service agreements and achieve contractual targets derived from commissioned and/or commercial sources.
- An experienced leader and manager with demonstrable success in creating, leading, inspiring and motivating high-performing, multi-disciplined fundraising and partnership teams and collaborating with a wide range of internal colleagues and external stakeholders, often operating in a complex contractual environment.
- Excellent interpersonal and relationship-building skills based on our core values.
- Experience in managing, supporting, developing and motivating colleagues in face-to-face and hybrid environments.