

Development Manager

Reporting to the Executive Director

Salary: c£45,000

Location: Hybrid, with the office based in North London

Contract: Permanent

Probationary Period: Six months

Responsibilities:

Our new Development Manager will play a pivotal role in the management of The Gorilla Organization, supporting our Executive Director, helping us to grow our activities, reach more people, raise more funds, and enhance our impact, whilst overseeing the day-to-day operations.

Business Planning: Support our Executive Director by implementing and successfully working to help us deliver and achieve our annual business plans.

Fundraising: Work with our Executive Director to nurture existing donors and develop new income and business opportunities with existing and new partners.

Stakeholder Engagement: Support our Executive Director in cultivating relationships with key stakeholders, including donors, partners, and the communities we support to advance the charity's mission and objectives.

Impact & Evaluation: Establish performance metrics and evaluation processes to assess the effectiveness of our operational strategies and identify areas for improvement.

Financial Management: Work closely with our outsourced accounting specialists to develop and manage budgets, monitor financial performance, and ensure compliance with regulatory requirements and best practices.

Operations: Provide oversight and be responsible for managing all operational areas, including fundraising, communications, finance, human resources, administration, and programme management.

Compliance and Governance: Ensure compliance with relevant laws, regulations, and internal policies, as well as adherence to ethical standards and best practices in wildlife conservation management.

Communication and Reporting: Communicate regularly with our Executive Director and other stakeholders on operational matters, providing updates, reports, and recommendations as needed.

The list above should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with the role, and you may be required to undertake various other duties as may reasonably be required.

Person Specification:

Our expectations are high. As our new Development Manager, our ideal candidate will have a passion for Africa and our approach to conservation and a proven track record of success in fundraising.

Conservation: Demonstrable commitment to our community-led approach to conservation and sustainability, with a developing understanding of wildlife conservation issues and strategies.

Fundraising: Bring a successful track record of attracting income from grant funders and individuals, with the ability to think creatively about achieving significant increases in funding to support our valuable work.

Communication: Excellent verbal and written communication skills, with the ability to articulate ideas clearly and effectively to diverse audiences.

Collaboration: Strong interpersonal skills and a collaborative mindset, with the ability to work effectively with cross-functional teams and external partners.

Financial: Proficiency in financial management, budgeting, and resource allocation, with a track record of sound fiscal stewardship.

Operations: Substantive experience in operations management, preferably within the nonprofit sector or conservation field.

Project Management: Experience in project management methodologies and tools, with the ability to oversee multiple projects simultaneously and ensure the timely delivery of results.

IT: Proficiency in relevant software and technology platforms, including but not limited to Microsoft Office, project management software, and database management systems, including Blackbaud Raiser's Edge.

Integrity: High ethical standards and integrity, with a commitment to upholding the values and principles of the Gorilla Organization.