Alzheimer's Society

Senior Philanthropy Manager (Major Donors)

Job description

It will take a society to beat dementia. Alzheimer's Society.

Who we are

Dementia is the UK's biggest killer. One in three people born in the UK today will develop dementia in their lifetime.

At Alzheimer's Society, we're the UK's leading dementia charity and the only one to tackle all aspects of dementia by giving help and hope to people living with dementia today and in the future. We give vital support to people facing the most frightening times of their lives, while also funding groundbreaking research and campaigning to make dementia the priority it should be.

Together with our supporters, we're working towards a world where dementia no longer devastates lives.

Our values

Our values tell everyone who we are as an organisation.

Our values make sure that our focus is clear for the challenges and opportunities ahead and remind us of what we all stand for.

Our values are evident in everything we do, how we do it and how we work together.

These are not just words on a wall, we live these every day in all our work. We are determined to make a difference when and where it matters most, by being passionate, focussed and making a lasting impact for people affected by dementia.

Determined to make a difference

We're passionate, we're focused and we make a lasting impact for everyone living with dementia.

Trusted expert

We're listening, we're learning and we use experience and evidence.

Better together

We're open, we combine our strengths and we achieve more together.

Compassionate

We're kind, we're honest and we don't shy away from challenges.

Through our values we will make the greatest difference for people affected by dementia. Whether you are someone living with dementia, a family member or carer, a supporter, a donor, a colleague from another organisation, an employee or a volunteer, these four values will shape your experience with Alzheimer's Society.

Senior Philanthropy Manager (Major Donors)

Position in the organisation

Reports to the Philanthropy Lead (Major Donors).
Line manages one Philanthropy Manager.
Member of our Philanthropy team.
Part of our Income & Engagement directorate.

Purpose of this role

At Alzheimer's Society we are advisors, supporters, fundraisers, researchers, influencers, communicators, technical specialist and so much more. We are volunteers, we are employees, and together we are here to make a difference to the lives of people with dementia and their carers.

The Senior Philanthropy Manager will drive a pipeline of major gifts, including leading the pipeline development for an emerging transformational project in Manchester. You will proactively manage a small portfolio of warm prospects while identifying new pipelines among high-net-worth individuals (HNWIs) and family foundations that can deliver 6 and 7-figure gifts for this landmark appeal, alongside fundraising for our other strategic priorities. This role requires an entrepreneurial, relational fundraiser who can translate complex organisational projects into deeply compelling, bespoke philanthropic opportunities.

The Senior Philanthropy Manager will have a specific focus on supporting the Major Donor Lead in transforming our early pilot successes in Manchester into a sustainable, multi-million-pound major giving programme. However, whilst this will be a priority project, this won't be your sole focus, as you will also be a proactive pipeline builder responsible for both established major donors and new prospects.

You will work in close partnership with experts in science and healthcare, operationalising their exceptional high-level network to convert warm prospects into six- and seven-figure investors. A primary focus will be establishing a prominent footprint within Manchester's philanthropic networks, engaging the region's top entrepreneurs, business leaders, and family foundations.

This is a homeworking role, but you will be required to travel to attend some internal and external meetings and team-days, so you must be willing and able to travel to our Head Office (London) approximately monthly, and to work from Manchester up to 1-2 days a week.

We are looking for someone who exemplifies our values, someone who is: Determined to make a difference when and where it matters most. A trusted expert who believes in working Better together and demonstrates true Compassion.

Key accountabilities and responsibilities

- Develop and deliver the major donor fundraising pipeline for the Manchester appeal, building a sustainable pipeline of high-net-worth individuals, family foundations and philanthropic organisations capable of making transformational gifts.

- Build and manage a portfolio of prospective and existing major donors, developing tailored cultivation, solicitation and stewardship plans that secure six- and seven-figure gifts in support of the appeal.

- Establish and grow Alzheimer's Society's presence within Manchester's philanthropic, business and community networks, identifying and creating opportunities to engage new supporters and advocates for the project.

- Work closely with the project's leading scientist and other senior stakeholders to identify, prioritise and develop high-value relationships, providing strategic fundraising advice, briefing and support to maximise philanthropic opportunities.

- Work collaboratively with Impact Communications colleagues to develop compelling cases for support and donor propositions, translating complex scientific and operational information into inspiring, accessible and credible philanthropic opportunities.

- Lead the planning and delivery of high-value donor engagement activity, including cultivation events, networking opportunities, donor meetings and bespoke experiences that strengthen relationships and progress prospects towards significant gifts.

- Coordinate and lead major gift solicitations, working alongside senior volunteers, executive leaders, project partners and donors to secure transformational philanthropic investment.

- Work in partnership with colleagues across Prospect Development, Impact Communications, Special Events and other specialist teams to commission and deliver prospect research, donor engagement activity, proposals and fundraising materials that support the successful delivery of the appeal.

- Develop high-quality, tailored funding proposals, presentations and donor communications that align donor interests with the regional and national impact of the Manchester appeal.

- Monitor, manage and report on fundraising performance, pipeline health and income delivery, ensuring activity is focused on achieving agreed fundraising targets and campaign milestones.

- Maintain meticulous records on the CRM database, ensuring full compliance with wealth screening ethics, data protection laws, and fundraising regulators.

We are looking for someone who can...

- Adhere to all the Society’s service standards, policies and procedures.

- Comply with the data protection regulations, ensuring that information on clients remains confidential.

- Be responsible for personal learning and development, to support the learning and development of others and the whole organisation.

- Work in a manner that facilitates inclusion, particularly of people with dementia.
- Implement the Society's health and safety policy and procedures, ensuring that all practices and procedures are undertaken in accordance with a healthy and safe working environment and that all staff and volunteers for whom you may be responsible are aware of their responsibilities in respect of their role, monitoring data and recommending action as required.
- Administrate and organise own work to ensure that it is accurate and meets quality targets, reasonable deadlines, and reporting requirements.
- Follow the Society's management information guidelines and requirements, including ensuring appropriate monthly measures on service usage levels are collected and submitted on the services database or other systems in accordance with deadlines.

Person specification and selection criteria

Skills & knowledge	Application (A) or Interview (I)
Proven success in securing five-, six- and ideally seven-figure gifts from major donors, philanthropists, family foundations or equivalent high-value supporters.	A/I
Proven experience of identifying, cultivating and securing support from new prospects through proactive relationship building and pipeline development.	A/I
Good knowledge of major donor fundraising theory, relationship fundraising and moves management best practice.	A/I
Experience of developing compelling, donor-centred funding propositions and proposals that align supporter interests with organisational impact.	A/I
Experience of building and sustaining successful relationships with senior internal and external stakeholders, including influential volunteers, advocates and high-net-worth individuals.	A/I
Good networking, influencing and relationship-building skills, with the confidence and credibility to engage effectively with senior business leaders, philanthropists and professional advisers.	A/I
Effective verbal and written communication skills, including the ability to translate complex information into persuasive and accessible fundraising opportunities.	A/I
Proven track record of meeting and exceeding financial targets and managing a complex fundraising pipeline.	A/I
Experience of working collaboratively across specialist functions, including prospect development, communications, events or equivalent disciplines, to deliver successful fundraising outcomes.	A/I
Good planning, prioritisation and project management skills, with the ability to manage multiple opportunities and stakeholders simultaneously.	A/I

High levels of initiative, resilience and self-motivation, with a demonstrable ability to operate successfully in a role requiring significant new business development.	A/I
High levels of personal credibility, judgement and professionalism, ensuring the reputation of the organisation is enhanced and protected at all times.	A/I

Competencies & personal attributes	Application (A) or interview (I)
Be a team player, supporting colleagues when there are deadlines, and who knows when to ask for help themselves.	A/I
Be a self-starter with a determination to make a difference.	A/I
Effective organisational and timekeeping skills.	A/I
Good attention to detail.	A/I
Non-judgemental communication.	A/I
Commitment to and understanding of equal opportunities.	A/I
Understanding of the inclusion agenda and its relevance within a diverse society.	A/I

Our benefits

Financial Security

- Group Personal Pension Plan with Scottish Widows – with up to 8% employer contributions rate
- Life Assurance Scheme – two times your annual salary
- Society Plus and Smart Spending App – giving you unbeatable savings at hundreds of retailers

Health & Wellbeing

- Health Cash Plan
- 24/7 Employee Assistance Programme including online and face to face coouselling
- Discounted gym membership with Society Plus
- Lived Experience Networks
- Mental health app and unlimited therapy

Personal Development

- Apprenticeships
- Leadership development programme
- Financial support towards relevant professional qualifications

Family & Dependants

- Enhanced family leave - 16 weeks paid for all parents
- Paid time off work for fertility treatments for both partners
- Paid carers leave
- Paid dependants leave
- Paid compassionate and bereavement leave
- Paid time off work to support those transitioning

Recognition

- Annual people awards
- Long service awards
- Thank you eCards
- Values Hero and Society Legend Awards

Work Life Balance

- Annual leave of 27 days increasing to 30, plus bank holidays
- Career breaks of up to 3 months
- Flexible working
- Wellbeing leave