

Development Manager



Sound and Music



Supported using public funding by
**ARTS COUNCIL
ENGLAND**

Sound and Music

Sound and Music is the UK's accelerator for new music and sound.

Our mission is to be the base camp for anyone who wants to make, experience or support new music and sound to shape the modern world.

We deliver artist-centred development programmes and essential funding to young, emerging and established artists breaking new ground across music-making in the UK. We lead research, campaigns, networks, archives and collections to further originality, discover and equity within music.

For 18 years we have invested in creators to imagine, realise and excel with creative freedom. We have moved audiences to feel, discover and connect with the world around them. We have shaped the conditions for independent creators, curators and cultures to thrive.

We are over halfway through our ambitious strategy, The Trail, and building momentum towards our 20th anniversary in 2028. Now is a very exciting time to join our team.

About the External Engagement Team

The External Engagement Team is a highly ambitious and effective team of four staff, responsible for the design and delivery of our External Engagement Strategy.

The Team's activity spans fundraising and income generation, partnerships, communications, brand development, data, insights, impact and storytelling.

The Development Manager role has been created to help the Team accelerate its relationship- building and fundraising output. The success of the new role will enable us to continue to increase our reach, value and impact for the creators, curators and cultures of new music and sound that we support in the UK.

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We are artist-centred.



General information

The Development Manager will drive the Team to achieve its ambitious goals for growth in income, engagement and impact taking us to our 20th anniversary and beyond.

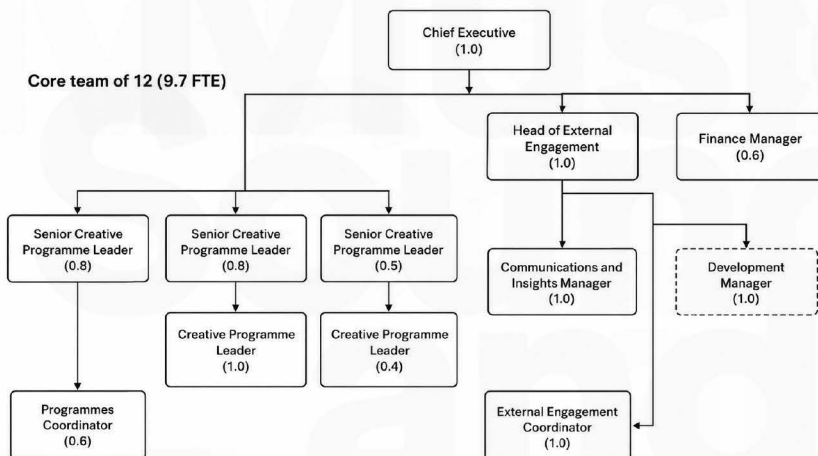
The post holder will be primarily responsible for increasing income through trusts and foundations, public funders and corporate partners, alongside developing our individual giving community.

You will be a passionate advocate for music and its ability to reflect and shape lives, communities, culture and our social fabric. You will understand the individual and collective value of new music to inspire, challenge and connect us. You will be an exceptional spokesperson, communicator, storyteller and influencer and able to bring the unique role of Sound and Music to life to diverse stakeholders, funders and supporters.

In this role you will be immersed in music, those who make it and support it each and every day; within a very special values-led organisation that plays a unique and highly valued role within the music ecosystem. If this sounds like the right challenge and culture for you, we want to hear from you.

For any questions, contact Sally-Ann King at Reality HR: kingsally-ann@realityhr.co.uk

Organisation structure



Timeline

What happens	By when
Applications open	24 August 2026
Meet the Team: Session for prospective applicants	w/c 7 September
Applications close	20 September, 23:59 BST
Interviews and meet the team	1 October 2026
Second interviews	w/c 5 October 2026

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We are curious.

Job description

Title of post:	Development Manager
Contract & hours:	Permanent contract, full-time 1.0 (5 days per week and flexible working requests will be considered)
Location:	London / hybrid (you could work remotely from anywhere in the UK, with a minimum of two days per month at our London workspace)
Salary band:	£35,000 - £40,000
Reporting to:	Head of External Engagement

Key responsibilities

Trusts, foundations and public funders fundraising (70%)

- Bid writing
 - Build and manage a rolling pipeline to deliver a minimum £500,000 of funding bids annually
 - Research, develop, write and submit high-quality funding applications to trusts, foundations and public funders
 - Lead applications to key arts, music and culture funders including Arts Council England, Creative Scotland, Arts Council of Wales, Arts Council of Northern Ireland, PRS Foundation, Youth Music and relevant regional and place-based funders
- Communications and insight
 - Manage relationships with funders to maximise engagement and retention
 - Prepare interim and final reports for funders, working closely with Programmes Team colleagues
- Maintain accurate records, forecasts and learning using the organisation's CRM and funding dashboards

Individual giving, events and supporter journeys (20%)

- Support the development and delivery of individual giving activity, including appeals, campaigns and challenge events
- Help design and deliver supporter journeys that deepen engagement and long-term giving
- Work with colleagues to identify opportunities to convert audiences, alumni and partners into donors

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We are agile.

Internal engagement, administration and collaboration (10%)

- Work closely with Programmes Team to translate activity, outcomes and impact into compelling funding cases
- Participate actively in team meetings, one-to-ones and cross-organisational planning
- Contribute to organisational planning, evaluation and learning
- Support a culture of shared ownership of fundraising across Sound and Music

Common responsibilities for all Sound and Music employees

- Contribute to the development of the organisation and its relationship to the sector
- Advocate for Sound and Music on a day-to-day basis and at events
- Work in the best interest of artists, arts organisations and audiences nationally
- Contribute to the organisation's understanding of equity, diversity and inclusion; its implication for the arts; and how it informs all our decision-making
- Working practices:
 - o Take a flexible approach to work and undertake other duties as reasonably required
 - o Adhere to policies and procedures such as Employment Rights, Equal Opportunities, Equity, Diversity and Inclusion, Child Protection, Environmental, Health and Safety and other statutory requirements
 - o Embody the values of the organisation

Special conditions of the role

- Travel within the UK, as required by the role
- Occasional evening and weekend working to attend and network at events both online and offsite will be required (we operate a Time Off in Lieu policy)
- Satisfactory completion of an enhanced Disclosure and Barring Service check
- You must currently hold the right to work in the United Kingdom

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We are ambitious.

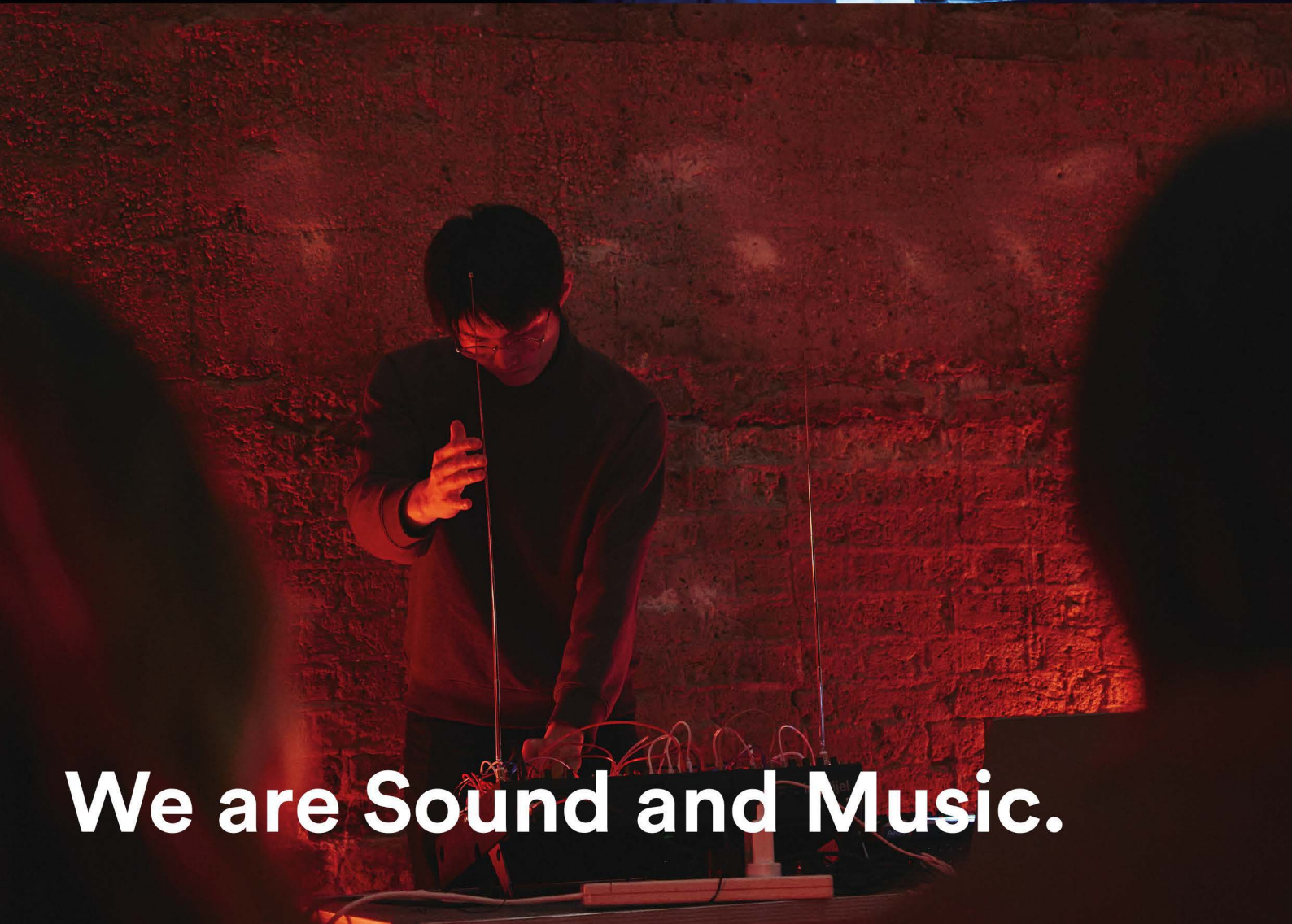
Person specification

The Development Manager will be an experienced and strategic fundraiser with a proven ability to secure significant income, build long-term partnerships, and translate organisational ambitions into compelling funding opportunities. They will combine excellent writing and relationship-management skills with strong financial awareness, strategic thinking, and the ability to manage a complex fundraising portfolio independently.

Essential Criteria

- Deep alignment with our organisational vision, mission and values with a proven ability to translate these principles into everyday operational decisions and team interactions
- Fundraising
 - Excellent knowledge of the UK charity and/or arts funding landscape, including trusts, foundations and public funders
 - Demonstrable success in securing significant income from trusts, foundations, public funders and/or corporate partners
 - Excellent funder research, prospecting, relationship management and stewardship skills, with experience cultivating and retaining supporter relationships
 - Experience managing fundraising pipelines, donor records and CRM systems, with strong data management and reporting skills
- Collaboration
 - Strong organisational skills, attention to detail and ability to manage multiple priorities and deadlines effectively
 - Highly motivated and results-oriented team player, with a proven track record of working across departments to meet collective fundraising targets, KPIs and income goals
- Communication
 - Excellent written skills, including the ability to write compelling funding applications, proposals, cases for support and donor communications
 - Demonstrated ability to communicate organisational impact through storytelling, evaluation and measurement, translating complex work into engaging narratives for different audiences
 - Excellent interpersonal skills, with a demonstrated ability to practice empathy, emotional intelligence and active listening to build strong relationships and act as an external ambassador for the organisation

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