

**PHILANTHROPY LEAD (MAJOR DONORS) – PART TIME (3 DAYS A WEEK or EQUIVALENT)  
MATERNITY COVER ROLE (WITH THE POTENTIAL FOR THE ROLE TO BE EXTENDED / MADE PERMANENT)  
CAN OFFER FLEXIBLE HYBRID OR REMOTE WORKING  
SALARY UP TO £36K (PRO RATA) DEPENDING ON EXPERIENCE**

An exciting opportunity has arisen for a hardworking, philanthropy (major donor) lead with a proven track record of cultivating gifts of £5k+ to join Tall Ships Youth Trust. Your role will involve building a sustainable pipeline of donors and securing significant gifts from primarily new major donors. The Trust also has a small number of existing donors to be stewarded as the portfolio builds.

Our team is friendly, supportive and motivated by the charity's mission to enable young people, particularly those from disadvantaged backgrounds, to change their lives at sea and contribute to the maritime sector and the blue economy.

We can offer remote or flexible hybrid working, with travel and regular visits to our Portsmouth Hub required for engaging with our beneficiaries, donors and other stakeholders, and team meetings/development.

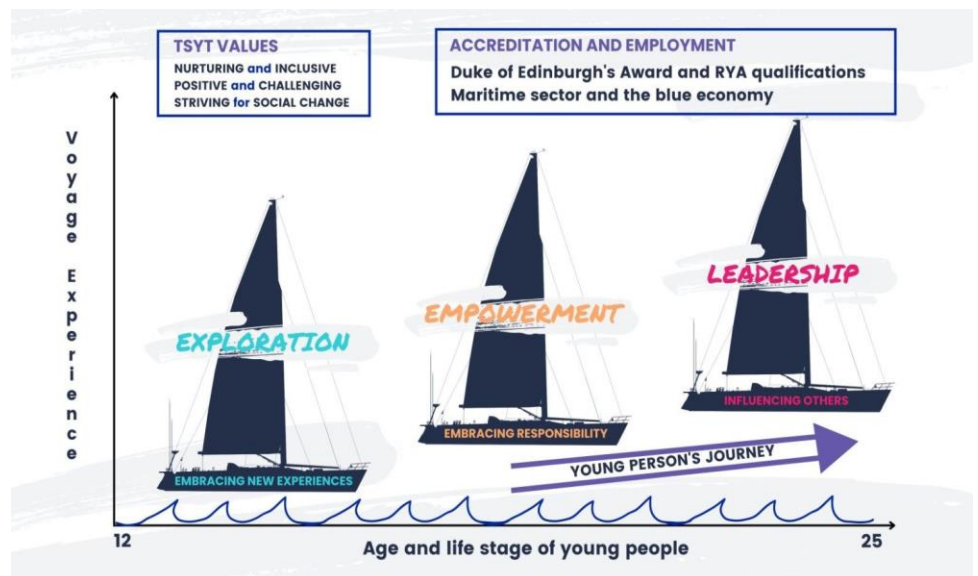
This is a maternity cover post lasting for approximately one year. There is the potential for the role to be extended or made permanent as the donor portfolio grows, in line with our strong growth in the number of young people that we support, through our new strategy.

If this sounds like a good fit for you and you are passionate about making a difference to the lives of young people, we'd love to hear from you!

**ABOUT TALL SHIPS YOUTH TRUST**

Formed in 1956, we're the UK's oldest and largest youth development sail training charity. We sail all-year-round and help young people, aged 12-25 from across the country, to redefine their horizons on our transformational voyages.

We have created a three-voyage programme of Exploration, Empowerment and Leadership, which combines outdoor learning with personal development, social development and practical life skills. All young people start off on a level playing field with no preconceived ideas concerning backgrounds or abilities.





It involves in-depth and targeted experiences, which create a significant life-changing impact and also enables us to provide participants with quality mentoring and a continuum of care throughout their time with us. Ultimately, our programme creates future leaders, mature and responsible contributors to society. It offers clear pathways into volunteering, and for those who want it, careers in the maritime and ocean environments.

We actively fundraise to ensure we can offer as many young people as possible the opportunity to participate in this experience. We also run a programme of adventurous adult voyages, the proceeds of which support our youth development programme.

## **MAIN DUTIES AND RESPONSIBILITIES**

### **Prospect cultivation and securing philanthropy gifts**

- Build, develop and grow a portfolio of potential donors, securing large (£5k+), multi-year financial gifts to meet agreed income targets.
- Manage a portfolio of existing donors, ensuring that we are maximising the potential of every relationship.
- Use skills and experience of philanthropy and major donor fundraising to form long term relationships that will generate income.
- Deliver financial 'asks' (primarily face-to-face) to secure income for identified funding needs within the organisation.
- Build compelling cases for support around key areas of Tall Ships Youth Trust's work.
- Host engagement, prospecting and recognition events and assist with their delivery.
- Collect prospect and donor feedback to influence future strategy and plans.

### **Develop and own detailed prospect plans to meet agreed income targets**

- Deliver a structured acquisition plan for every donor and prospect, ensuring that predefined financial and time KPIs are met.
- Meet agreed KPIs around number of new prospects secured, moves management progress and number of asks.
- Ensure accurate records are kept for the Major Donor portfolio using iMIS CRM, including creating and maintaining financial forecasts and governance processes.
- Track income and activity using available tools, preparing monthly income reports, setting out appropriate activities to ensure targets are met.

### **Stewardship**

- Provide excellent philanthropy engagement and stewardship, through regular tailored communications and opportunities to engage with the cause and beneficiaries.
- Ensure that current donors are re-qualified on a rolling basis, with every contact having an associated income target.
- Work with the Fundraising and Youth Development teams to create a range of cases for support, including bespoke presentations/project reports/proposals for high-value donors.



## **Advocate management and collaborative working**

- Build, educate and steward a portfolio of advocates, at all levels of the organisation from Trustees to Volunteer Fundraisers, who will help deliver the Philanthropy strategy.
- Solicit support from external advocates – for example existing donors; corporate contacts – who can assist with lead generation/prospect approaches.

## **EXPERIENCE**

- Ideally two years' experience specifically related to major donor fundraising.
- Experience of working successfully in a philanthropic environment and fundraising team.
- Demonstrable success of securing significant donations from new and existing prospects, through a managed pipeline with timed asks.
- Demonstrable success of identifying and engaging new donors, through multiple channels including digital, virtual, cultivation events and 1:1 engagement.
- Good knowledge of Microsoft Office suite.
- Experience of using a CRM database.
- Experience of working in cross-departmental teams to deliver objectives.

## **SKILLS AND PERSONAL QUALITIES**

- Excellent written and verbal communication skills, including high levels of confidence engaging donors through multiple media.
- Comfortable building nuanced and often personal relationships with donors and families, to meet donor KPIs and income targets.
- Effective relationship builder as part of the fundraising and wider TSYT team. Able to support, lead and collaborate with the team effectively.
- High standard of presentation skills, using appropriate media.
- A pro-active self-starter with the ability to work autonomously.
- Excellent organisational skills and ability to multi-task.
- Ability to take ownership of workload and reflect and action on what works and what doesn't work.
- Attention to detail and the ability to ensure all outputs are of the highest quality.
- To be passionate about supporting vulnerable young people and making a difference to society.
- Ability and willingness to react to changes and to work at pace.
- Flexibility to work outside conventional office hours when required including weekends and evenings.

### **Line Management**

- Line managed by Head of Fundraising and Marketing

### **Key Relationships**

- Fundraising and Marketing team, Youth Development and Outdoor Learning Team
- CEO, Trustees and Development Leads
- Donors, supporters, Patrons, and advocates of the Trust