

WHALE AND  
DOLPHIN  
CONSERVATION



**PHILANTHROPY MANAGER  
(MATERNITY COVER)**

**CANDIDATE PACK**

# OUR VISION

**A world where every whale and dolphin is safe and free**

## OUR AIM

To reverse the global decline in whale and dolphin populations by:



**Stopping cruelty from deliberate harms such as whaling and captivity.**



**Creating safe seas, free from the threat of pollution, collisions with vessels and accidental entanglement in fishing gear, with havens where whales and dolphins can live wild and free.**



**Winning recognition of whales and dolphins as sentient, socially complex beings, and our allies in the fight against climate and nature breakdown.**

# OUR VALUES

These are the values WDC live by and how you will deliver your work:

## Passion

We care deeply about whales and dolphins, and we share this passion with our supporters.

## Integrity

Our work is backed by robust research, science and philosophy. We are the authority on whales and dolphins and the threats they face.

## Inclusiveness

WDC does not work alone. Our supporters are at the heart of what we do. We also work with other NGOs, communities and governments to achieve real protection for whales and dolphins.

## Courage

We are not afraid to take on big business, governments or industries whose actions harm whales and dolphins.



# PHILANTHROPY MANAGER (MATERNITY COVER)

**Type:** Full time, 10-month parental leave cover with an expected end date of 30th June 2025, subject to the early return of the post holder

**Responsible to:** Deputy Director (Development)

**Responsible for:** Philanthropy officer (events & resources)

**Date produced:** July 2024

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Working within our UK Development and Outreach team, WDC's major giving team focuses on raising funds from trusts, foundations, statutory funders, and High Net Worth Individuals (HNWI). This role focuses on HNWIs and offers an opportunity to make a significant personal impact, through unlocking philanthropic giving to support ocean- and whale-based solutions to the climate and nature emergencies.

## Your Duties and Responsibilities:

- Manage our existing portfolio of major donors, leading on making financial asks, either personally or with WDC's CEO, or other colleagues, as appropriate.
- Line manage and support our philanthropy officer with the development and implementation of:
  - a new philanthropy stewardship programme, including the creation of high-quality funding proposals, presentations, and progress reports;
  - a series of engagement events such as small dinners, webinars and receptions;
  - a new donor pathway and rolling portfolio of individuals between mid-level giving and philanthropy (working closely with our head of individual giving).
- Support the Deputy Director (development) and an external consultant with the creation of philanthropic organisational documents, including, a business case for the organisation and cases for support for our transformational projects that enable us to grow philanthropy at WDC.
- Support our strategic partnerships team with organisational wide relationships which offer a philanthropic opportunity.
- Ensure data quality and process development throughout implementation of Salesforce CRM.



## Skills, knowledge and experience:

### You will have:

- Proven fundraising success
- Demonstrable experience of philanthropic giving
- Understanding of the charitable sector
- A fluent speaking and writing style and be a confident and effective communicator
- Excellent interpersonal skills, able to build strong relationships with donors, partners and colleagues
- Strong organisational and project management skills, able to work on own initiative and meet deadlines
- Ability to work with a diverse, worldwide team
- Willingness and ability to take the initiative to identify problems and suggest and implement solutions

### Desirable to have:

- Knowledge of best practice and legal frameworks for fundraising
- Passion for whales and dolphins

### You will have experience in:

- Developing ideas and concepts into compelling funding propositions
- Securing sizeable gifts from HNWI
- Making face to face asks

### Desirable to have experience in:

- Event organisation
- Setting, managing and monitoring budgets and key performance indicators
- Using Salesforce database
- Line management



# WORKING FOR WDC

## Salary:

£32k per annum pro rata.

All employees are paid monthly in arrears on the last working day of the month.

## Hours of work:

This role is for 35 hours a week. The standard working week is 35 hours, Monday to Friday. However, this senior level role may require occasional flexibility in work patterns.

## Place of work:

The post will be based at the WDC office in Chippenham, Wiltshire, with hybrid working options available. You will ideally work from the office two days per week. You must be living in the UK, and will be required to travel occasionally within the UK and abroad.

## Holidays:

Holiday entitlement is 28 working days per year, three of which must be taken during the Christmas closure, plus bank holidays for full time staff. Entitlement increases by 2 days in the fifth year of employment. We also offer an additional day's leave on your birthday.

## Pension:

All eligible employees will be automatically enrolled into the workplace pension scheme, managed by Royal London. WDC will contribute matched funding of up to 5%. You will have the option to opt out of the scheme.

## Life Assurance:

All employees are covered under our life assurance policy (three times annual salary).

## Benefits:

Sabbatical and work break options are available after a qualifying period, Cyclescheme, Techscheme and Computershare Childcare voucher schemes.

