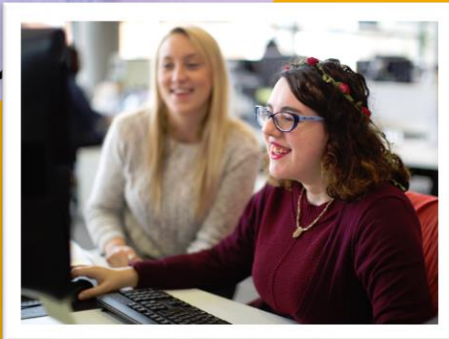


Role Profile: Senior Philanthropy Manager



What you will do

- Develop a sustainable, ambitious Major Donor programme that will grow in volume and reach in coming years, taking Mencap to new heights of support.
- Manage a portfolio of new and existing relationships with philanthropists and grant-makers; providing first class creative relationship management, proactive engagement and efficient reporting.
- Build and manage a pipeline of sustainable income – with a heavy focus on acquisition – supported by the High Value Relationships Lead and Senior Leaders across the organisation.
- Secure five and six figure gifts and make change for people with a learning disability.

About you

Candidates from all backgrounds welcome! We are looking for people with a passion and drive to improve the lives of people with a learning disability.

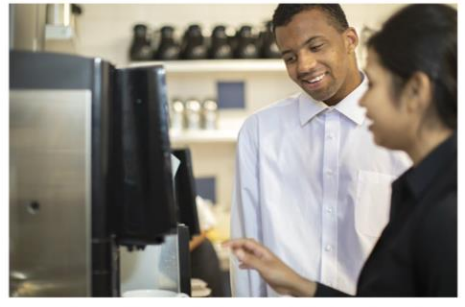
What you will bring

- An ambitious and creative approach to Major Donor fundraising
- Knowledge and understanding of Major Donor fundraising key issues and opportunities
- Excellent relationships management abilities with the gravitas and skill to influence and engage cold and warm contacts
- Strong written and verbal communication skills
- Strategic thinking with the ability to convey complex and emotive topics in a clear and compelling way

Your knowledge & experience

(essential & desirable)

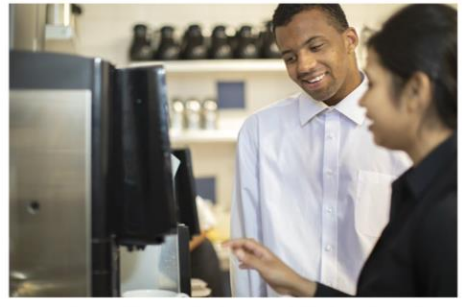
Significant experience of securing six-figure sums from major donors **D**
Proven experience of securing significant five figure donations from High Net Worth Individual **E**
Demonstrable experience of project management and cross-organisational working **E**
Proven experience of building long-term effective relationships with senior stakeholders, both internal and external **E**



Key Responsibilities

- Manage, monitor and maintain the delivery of financial and non-financial KPI's to ensure that personal, team and departmental targets are achieved.
- Ensure accurate and timely reconciling and reporting against income, expenditure and KPIs internally for Philanthropy (monthly, quarterly and annually) to the High Value Relationships Lead, internal departments and key senior stakeholders.
- Ensure all due diligence and compliance procedures are adhered to.
- Proactively network and influence external partners, stakeholders and decision makers, acting as an ambassador for Mencap.
- Contribute to wider departmental planning with informed forecasting and evidence-based projections for the short, medium and long term and work closely with colleagues to maintain oversight of delivery projects.
- Develop a strong understanding of learning disability and Mencap services to demonstrate the impact High Net Worth Individuals can make to our work and the lives of people with a learning disability.
- Regularly update the CRM database with information on prospects to ensure that accurate records are kept, the pipeline is up to date and key information is shared across the organisation.
- Ensure up-to-date contracts are in place with all funders where required.
- Deliver effective leadership and line management (as required) to ensure that any direct reports deliver against their objectives. Offer support and development so they are able to thrive in their role.
- Undertake any other reasonable duties

Join the team and be part of an organisation passionate about making the UK the best place for people with a learning disability to live happy and healthy lives.



More information about the role

- Deliver all income and activity targets.
- Manage a portfolio of new and existing high value (philanthropist and grant-maker) relationships and implement first class stewardship and relationship management.
- Cultivate and steward existing donors to create long lasting and lucrative relationships.
- Lead on identifying new prospects and design detailed, bespoke donor plans and journeys to secure multi-year significant income.
- Lead on securing gifts from Major Donors, through sector-leading asks, compelling proposals, engaging presentations, well prepared, goal-orientated meetings and through the use of senior leaders and volunteers.
- Develop and lead a high value and mid value giving programme, identifying potential Major Donors and creating a portfolio of reliable support.
- Support Events colleagues to deliver an ambitious high value events programme; through relevant and timely supporter communications and in maximising relationships appropriately through the High Value events calendar.

Join the team and be part of an organisation passionate about making the UK the best place for people with a learning disability to live happy and healthy lives.

Skills & Abilities

(Essential/Desirable)

Excellent relationships management abilities with the skill to influence and engage cold and warm contacts **E**
Excellent people management skills **D**
Excellent communicator with the ability to influence individuals and decision makers through verbal storytelling **E**
Demonstrable commitment to inclusive working, ensuring equality and valuing diversity **E**

How to apply

Please apply with an up to date CV that demonstrates your skills and experiences relevant for this position.

If you require any further information please contact our Recruitment Team on 01733 246699

Who you can expect to work with

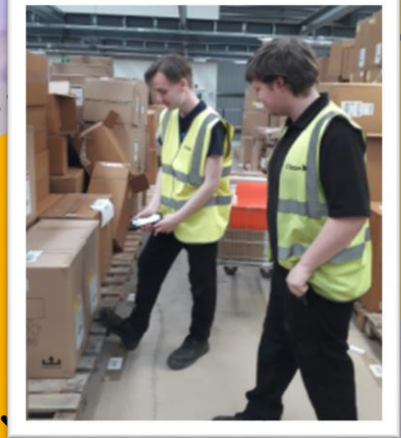
High Value Relationships and wider Fundraising Teams

Senior leaders at Mencap

Colleagues across our delivery teams

Finance, L&D and HR Business Partners

Colleagues with a learning disability



Mencap's values and how they apply to this role

We are **Passionate** about making the world a better place

You will be passionate about how you and your team can improve the lives of the people with a learning disability, reflecting always how you and your team can learn and improve

We are **Inclusive** of everyone

You will be inclusive by making sure that you support all Mencap colleagues and volunteers. Within your team you will work to make sure all voices are heard, and different views listened to

We are **Brave** we challenge and try new things

You will be brave by encouraging people to have big ideas about what would make their team the best place to work, and you will test things out and learn from mistakes

We are **Positive** in our work and with each other

You will be positive in how you work with your team. You will encourage them to share their own ideas and encourage honest and open conversations about what could be better

We are **Kind** to everyone

You will be kind and considerate in all your interactions, and will call out any behaviour that is not, so that people feel it is a safe place to work