



Southampton
Hospitals Charity

Senior Philanthropy Officer

Recruitment pack



Welcome

Thank you for your interest in the role of Senior Philanthropy Officer at Southampton Hospitals Charity. This is a pivotal position, offering the opportunity to build strong, lasting relationships that will drive meaningful growth for our Charity. We are delighted that you are considering applying.



On the 1st of April 2025, the Charity launched its 3-year strategy, setting out our vision for how we will grow our reach and impact and continue to deliver improvements to the care our local community receives.

As a Charity, we raise funds to support our grant-making programmes which have the primary purpose of improving the care and experience patients receive when using the hospitals and services run by University Hospital Southampton. Underpinning our ability to deliver grants and impact is fundraising.

This is a hugely exciting time to be joining the Charity. This role will be key to drive forward our plans to grow income and be able to deliver more impact. You will have the opportunity to build meaningful relationships, inspire supporters, and contribute directly to projects that transform patient care and experiences across University Hospital Southampton.

We are on an exciting journey and if you think you have the passion, the experience, and the skills to help us on our way, we would be delighted to hear from you.

Kate Saltrick
Director of Income Generation and Marketing

About the Charity

Who we are

Southampton Hospitals Charity works to improve the care and services provided by University Hospital Southampton NHS Foundation Trust. We make grants to support with improving patient care, clinical outcomes, the hospital environment, and pioneering research.

Our incredible supporters enable us to make a difference to thousands of patients every year. Our mission is to raise funds to support world class healthcare at University Hospital Southampton NHS Foundation Trust, and we work to ensure that donations have a real impact for patients, staff, and families.

Our vision

Our vision is for Southampton to be a city of good health, enabled by outstanding medical care and innovative world-leading research.

Our mission

Our mission is to deliver grant programmes that are instrumental in driving outstanding clinical care and outcomes for patients accessing hospital and community services.

Our intention

To Think Big

We will make a significant difference to patients and their families.

To Think Local

We will become Southampton's health charity of choice.

To Think SHC

We will be a best-in-class NHS charity, delivering for supporters.

Our work so far

Modernising patient and family environments

Some of our most impactful work involves refurbishing and creating dedicated patient and family spaces across the hospital. These projects help create modern, comfortable, and welcoming wards, clinical spaces, waiting areas, and relatives' rooms.



Supporting patients in and out of hospital

We are committed to supporting holistic patient care, including patient wellbeing and prevention and early intervention initiatives that promote long-term health and independence.



Research and innovation

From research into new treatments for children with cancer, to exploring the connection between diabetes and liver disease, and investigating how artificial intelligence can support better diagnosis and treatment of patients, we are committed to supporting groundbreaking research and innovation, helping to develop new ways of working and better treatments for patients.



Job and role description

Job title: Senior Philanthropy Officer

Reports to: Director of Income Generation and Marketing

Role purpose

The Senior Philanthropy Officer will play a key role in delivering ambitious income growth, with a clear focus on securing philanthropic support from high-level individual major donors.

Managing a portfolio of prospects capable of making five-figure gifts and above, the postholder will cultivate, develop and steward long-term relationships as well as identify and secure new opportunities.

Building trusted relationships across the hospital will be central to the role. The postholder will work closely with clinicians and senior hospital leaders to identify fundraising opportunities, develop compelling cases for support and involve the right stakeholders in cultivating, asking and thanking major donors.

We are looking for a self-motivated and proactive Senior Philanthropy Officer who thrives on building strong, long-lasting relationships. You will be curious and able to identify opportunities to strengthen relationships and demonstrate resilience when working towards ambitious fundraising goals. You will convey a genuine passion for Southampton Hospitals Charity and feel confident sharing our vision and impact with others.



Main responsibilities

- Manage, grow and steward a portfolio of individual major donors and prospects capable of making five-figure gifts and above, delivering against agreed income targets.
- Identify and cultivate new major donor prospects, developing tailored engagement and solicitation strategies aligned to charity priorities and donors' interests and aspirations.
- Build credibility and trusted relationships with clinicians, senior hospital leaders and stakeholders across the hospital to identify philanthropic opportunities and develop compelling asks and stewardship reports.
- Work with senior hospital stakeholders and the charity's leadership team to plan and deliver donor meetings and approaches, supporting them to make asks and personally asking for gifts where appropriate.
- Grow the major donor pipeline, focusing on increasing multi-year support and progressing relationships from initial engagement through to giving and long-term stewardship.
- Support the Director of Income Generation and Marketing with the delivery of donor stewardship and cultivation events.
- Work closely with colleagues across hospital engagement, community fundraising and grants to ensure joined-up planning and delivery.
- Maintain accurate records of donor engagement, pipeline activity and income forecasting using the CRM system.
- Monitor trends in philanthropy and major giving, adapting approaches in response to changes in the external funding environment.
- Act as a professional ambassador for Southampton Hospitals Charity, representing the organisation with credibility and building understanding of the value and impact of philanthropy across the hospital.

Person specification

Knowledge and experience

- Proven experience of securing philanthropic income from individual major donors at the five-figure level or above.
- Experience working within a charity, NHS charity or not-for-profit organisation.
- Demonstrable success in managing and developing relationships with individual major donors and prospective supporters.
- Experience of building credibility and trusted relationships with senior stakeholders, and working collaboratively with subject specialists to shape fundraising opportunities.
- Experience of producing high-quality funding proposals, cases for support and impact reports.
- Track record of managing fundraising portfolios and delivering income against targets.

Skills

- Excellent written and verbal communication skills, with the ability to explain complex clinical projects clearly and compellingly to non-specialist donors.
- Strong relationship-building skills, with confidence and diplomacy when engaging clinicians, senior stakeholders and major donors.
- Ability to ask for significant gifts and to support senior stakeholders in making effective approaches to donors.
- Outstanding organisational and time-management skills, with the ability to manage competing priorities and balance internal and external relationship-building.
- High attention to detail and strong project management capability.
- Confident use of CRM systems and fundraising databases.

Personal qualities

- Self-motivated, proactive and able to work effectively on own initiative.
- Collaborative and relationship-led, with a strong team ethos.
- Professional, reliable and highly organised.
- Sound judgement, discretion and sensitivity when working with senior stakeholders and prospective donors.
- Resilient and adaptable.
- Passionate about improving patient outcomes and supporting NHS staff.

Terms of appointment and how to apply

Reports to: Director of Income Generation and Marketing

Salary: £35,000

Hours: 37.5 hours per week

Contract: Permanent

Pattern of work

We offer hybrid working to provide flexibility for our staff. As part of this approach, the required time working in the office for this role will be dependent on contractual hours. For this role 3 days would be required in the office.

Place of work

Ocean Village Innovation Centre, 4 Ocean Way, Southampton SO14 3JZ, with occasional working from Southampton General Hospital, Tremona Rd, Southampton SO16 6YD.

Benefits of working here

- Between 5% and 10% matched pension contribution.
- 27 days paid annual leave (plus bank holidays), pro-rata according to contracted hours.
- Generous enhanced maternity, paternity, and adoption leave schemes, alongside statutory entitlements.
- Access to Occupational Health support.
- Employee benefits package via Vivup.

How to apply

For an informal discussion about the role please contact Kate Saltrick, Director of Income Generation and Marketing via kate.saltrick@southamptonhospitalscharity.org

To apply, please send the following to Alex West, Business Manager via recruitment@southamptonhospitalscharity.org:

- Your CV (no more than three sides).
- A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.

Closing date: Sunday 8th November 2026



Southampton Hospitals Charity is a charitable company limited by guarantee, registered in England and Wales (Company No: 15421829, Charity No: 1206909).

Registered Address: Southampton Hospitals Charity,
Mailpoint 135, Southampton General Hospital,
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