



UNIVERSITY OF LEEDS

CANDIDATE PACK

Head of Global Philanthropy

Advancement Team



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A message from the Vice-Chancellor

Thank you for your interest in joining the Advancement team at the University of Leeds.

Leeds is one of the UK's largest higher education institutions, with more than 38,000 students, over 9,000 members of staff and more than 312,000 alumni from 197 countries around the world.

We recently published our 10-year strategy, 'Universal Values, Global Change'. Built on the three pillars of culture, community and impact, this strategy sets a blueprint for a values-driven University that helps shape a better future for humanity and collaborates with others to tackle inequalities, achieve societal impact and drive change. It sets out our ambitions to create a Fairer Future for All – for our staff, our students and our wider global community.

The Advancement team is playing a crucial role in the delivery of the University's strategy, through enhanced engagement with our alumni and supporter community.

We will build on our already successful fundraising to achieve ambitious new goals for philanthropy – creating strong partnerships across campus and with donors, to realise shared priorities and deliver strategic impact.

I am excited about the opportunities ahead. I look forward to working with Advancement colleagues and our global alumni and donor community to help realise our vision for Leeds.

If you are inspired by our plans, and are interested in any of the many opportunities available within the team, I do hope you will apply.

Professor Simone Buitendijk



Welcome from Deputy Director of Advancement

Thank you for your interest in joining the Philanthropy team at the University of Leeds.

It's a really exciting time for us as we build our team to unlock ambitious philanthropic growth to help accelerate delivery of the University's strategy. We look forward to welcoming new colleagues who share our excitement in the University's vision and want to contribute to its success.

We are a passionate, dedicated team focussed on delivering significant philanthropic goals to advance educational and research projects which help address global challenges and decrease inequalities. We embrace the values of equality, diversity and inclusion in our community and strive to provide an inclusive environment where everyone feels involved and supported to make a difference.

The Philanthropy team comprises the fundraising delivery team, the regular and leadership giving team which raises donations up to £25,000 and the Transformational and Major Giving team which is responsible for securing major (£25,000 - £1m) and transformational (£1m+) donations.

These include gifts and legacies from individuals (alumni and non-alumni), as well as donations from Trusts and Foundations and companies. We develop relationships with potential donors and philanthropic partners to engage them more deeply with the University and its work, and to identify areas of shared interest and strategic priority for philanthropic investment.

We are part of an integrated Advancement team which includes our Engagement and Advancement Operations colleagues.

I am really proud of our team's many achievements, which include the successful delivery of the University's £100 million Making a World of Difference fundraising campaign. As we take the next step in our philanthropic journey at Leeds, we would very much welcome a conversation with you about this new and exciting role in our team.

Jayne Glennon

Head of Global Philanthropy

Advancement Team

The Head of Global Philanthropy is a new senior role responsible for leading the development of major philanthropic partnerships with funding organisations. The post-holder will have responsibility for leading the University's Trusts & Foundations (T&Fs) fundraising strategy, embedding and developing the programme to significantly increase the levels of funding from this critical income stream. A confident and entrepreneurial fundraiser, the Head of Global Philanthropy will lead on relationships with a portfolio of major T&F prospects capable of giving seven- and eight-figure gifts, as well as collaborating with colleagues to ensure shared targets for T&Fs income are achieved.

The postholder will be a senior member of the Philanthropy leadership team and will work closely with other functional leads and colleagues across the Advancement team and wider University to optimise conditions for ambitious philanthropy. A key aspect of the role will be to develop propositions for fundraising which align with the University's strategic priorities and map onto international funder interest, helping to embed fundraising as a key enabler of strategic delivery.

Alongside developing University of Leeds' relationships with – and income from – T&Fs based in the UK, the postholder will also have significant responsibility and accountability for developing new international funding markets. T&Fs income growth is critical in support of plans to double the University's philanthropic income from a current average of £10M per annum to £20M per annum, and then towards a target of £30M per annum by 2030.



The role reports to the Deputy Director of Advancement and will also work closely with the Head of Transformational and Major Giving, who leads on individual philanthropy as well as managing the team of fundraisers. All fundraisers have mixed portfolios of individual and organisational prospects, and the Head of Global Philanthropy will provide support and leadership to build capacity and drive momentum in T&Fs income growth.

This is a key role at the heart of a passionate team which is committed to delivering ambitious fundraising targets in order to advance educational and research projects that help address global challenges and reduce inequalities.

Main responsibilities

Leading the development of national and international philanthropic partnerships

- Developing complex, multi-stakeholder partnerships to realise 7 and 8 figure philanthropic gifts which advance the University's strategic priorities.
- Developing and establishing new international philanthropy markets, working in close partnership with senior colleagues within the Advancement team and the wider University, mapping donor opportunity onto University strategic priorities;
- Working in close partnership with senior colleagues in the University's Research and Innovation Service (RIS) to identify funder opportunities with new and existing contacts;
- Managing relationships with external volunteers to advance progress against fundraising objectives;
- Working with members of the Philanthropy Steering Group and other senior leaders to identify and engage new prospective donors;
- Advising Advancement and University leadership to ensure most effective use of senior staff time to deliver highest return on investment.

Trusts and Foundations strategy and implementation

- Contributing to the development and delivery of the University's strategy for securing transformational and major gifts by leading on the strategy for Trusts and Foundations, overseeing its implementation and delivery to support agreed priorities and to ensure the Philanthropy Team's overall income targets are achieved;

- Working in close partnership with the Fundraising Delivery team to identify and articulate compelling fundraising propositions with the potential for transformational giving opportunities for organisational donors and which align funder and university priorities;
- Working in close collaboration with the Head of Transformational and Major Giving to monitor the pipeline of prospects, proposals and funds raised, through analysis of key data and KPIs, to ensure the strategy for Trust and Foundation fundraising is on track.
- Working with the Development Research Manager to ensure there is a pipeline of prospective Trust and Foundations capable of making major (£25,000-£1m) and transformational (£1m+) gifts in order to support a sustainable increase in philanthropic income;
- Working with the Donor Relations team to ensure Trusts and Foundation donors have the best possible experience of giving to Leeds;
- Collaborating across Advancement to create, promote and embed a one-team approach to achieving department objectives.

Personal fundraising

- Managing a pool of prospective and current donors; implementing creative and effective engagement, solicitation and stewardship in order to, once established in role, meet KPIs including achieving an average annual income of £5m.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

What will you bring to the role?

As Head of Global Philanthropy you will have:

- Experience of identifying and developing high value fundraising propositions within complex organisations;
- A sustained track record of raising 6- and 7-figure donations from trusts and foundations;
- Experience of working with international organisations to deliver complex, multi-stakeholder partnerships.
- Experience of working with senior institutional leaders as part of cultivation and solicitation of high value donor prospects;
- Excellent written and oral communication skills across a range of audiences, with experience of writing and presenting effective, clear and persuasive proposals;
- Excellent interpersonal skills with the necessary listening, facilitation, negotiation, and diplomatic skills to represent the University at the highest levels;
- A catalytic team player who is committed to achieving shared goals and gains satisfaction from a team result;
- A high level of discretion in dealing with personal records and confidential communication;
- The ability to travel nationally and internationally, and to work outside of normal office hours, as required.

You may also have:

- Experience of Transformational philanthropy for health and environment projects;
- Experience of securing 8-figure gifts;
- Experience of recruiting and managing a group of volunteers to expand networks and meet fundraising targets;
- Experience of identifying prospects and funding opportunities in order to develop new relationships and income at significant scale.



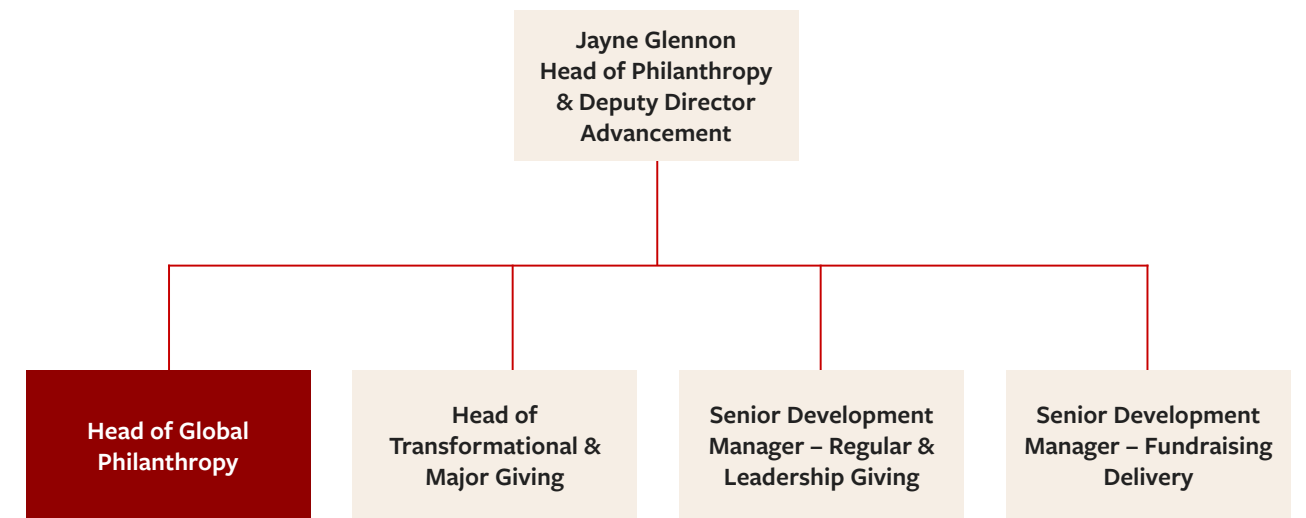
Our Culture



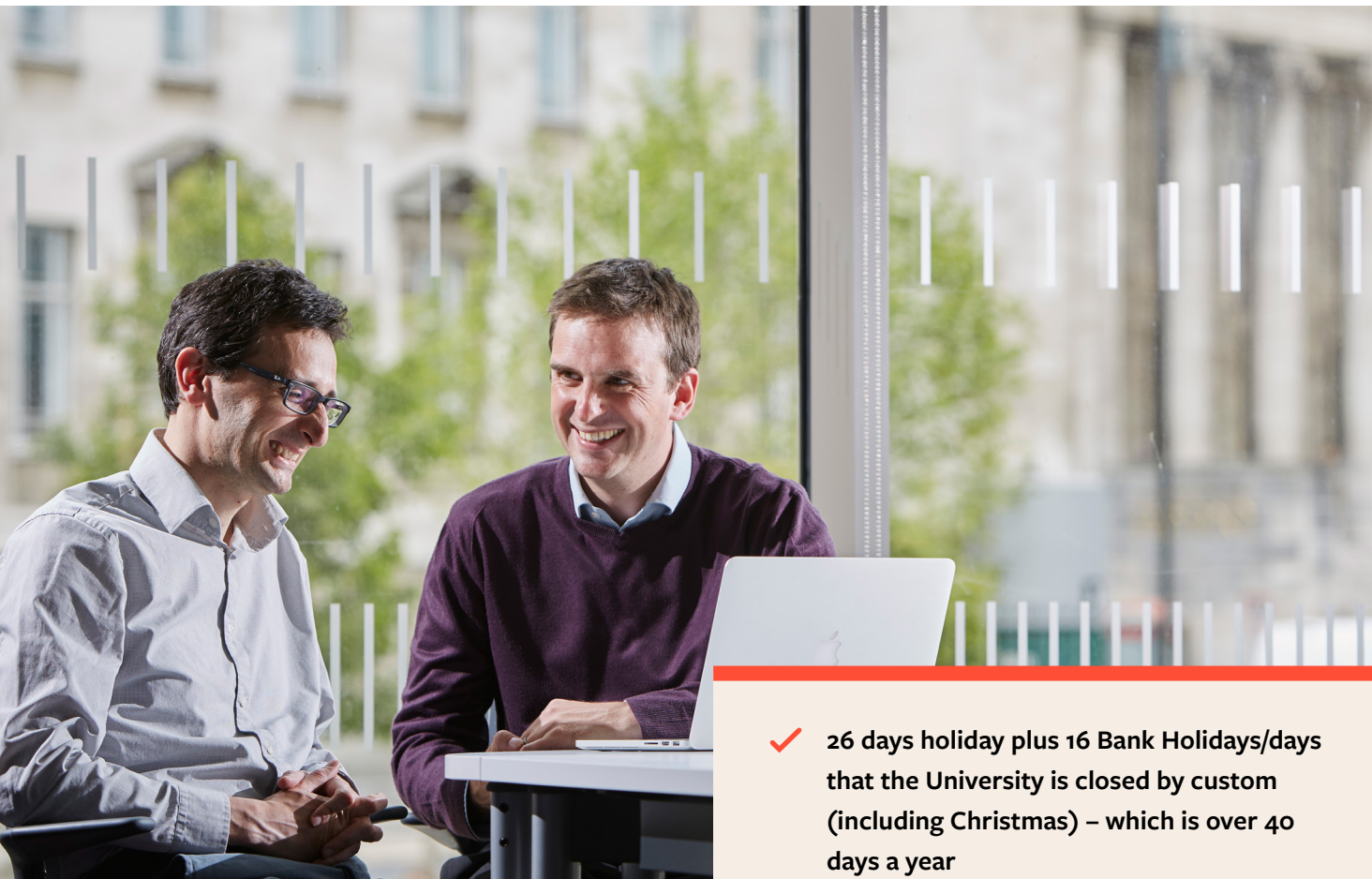
Here at the University of Leeds, the way we work together is shaped by our values of academic excellence, community, professionalism and integrity. We are committed to providing a culture of inclusion, openness, respect and equality of opportunity that attracts, supports, and retains the best students and staff from all backgrounds and from across the world.

Whatever role we recruit for we are always striving to increase the diversity of our community, which each individual helps enrich and cultivate. We particularly encourage applications from, but not limited to Black, Asian, people who belong to a minority ethnic community; people who identify as LGBT+; and people with disabilities. Candidates will always be selected based on merit and ability.

Organisational Chart



Our Benefits



We are a large and diverse organisation – with more than 9,000 staff from more than 100 different countries, and one of the largest employers in Leeds. We offer a range of generous benefits for our employees, which include:

- ✓ **26 days holiday plus 16 Bank Holidays/days that the University is closed by custom (including Christmas) – which is over 40 days a year**
- ✓ **Pension benefits and maternity, paternity and adoption leave**
- ✓ **On-campus childcare facilities**
- ✓ **Flexible working opportunities – not every job needs to be in the office 5 days a week**
- ✓ **A range of wellbeing services, including discounted healthcare**
- ✓ **A raft of offers for shopping and leisure**
- ✓ **Travel discounts and sustainable Cycle to Work scheme.**

How to apply

Valued Recruitment is working exclusively with the University of Leeds to recruit for their growing Advancement team.

We are an ethical recruitment company, intent on hiring inclusively and transparently.

The closing date for this role is

Monday 5th June

1st stage interviews

Thursday 8th /Friday 9th June

2nd stage interviews

Mon 12th / Tuesday 13th June

To apply, we welcome a CV and a 1-2 page covering letter detailing your interest in the role. Please send this to anna@youarevalued.co.uk

There will be two stages of interview, the first one virtual and the second stage will be in person. Accessibility is incredibly important to us here at Valued Recruitment and at the University of Leeds. If you would like any accessibility amendments or support throughout the application and interview stage, please don't hesitate to let us know. No question or request is too big or too small. We want this process to be comfortable and enjoyable and a chance for you to bring your best self to the process.

Terms and Conditions

- **Contract – Permanent**
- **Salary – Grade 9- £54,421 - £63,059 (Discretionary £64,946 - £68,891)**
- **Hours – Full time with scope for part-time from 80% FTE and flexible working. The role is campus based but has opportunity for hybrid working.**