



## Marketing - Fundraising

<b>Job Title:</b>	Head of Philanthropy and Trusts
<b>Reporting to:</b>	Associate Fundraising Director
<b>Responsible for:</b>	Deputy Head of Philanthropy (Principal Gifts) Deputy Head Philanthropy (Major Gifts) Deputy Head of Trusts Philanthropy Team Assistant
<b>Dogs Trust Grade:</b>	C
<b>Location:</b>	London Office with hybrid working UK

### Job Purpose:

The Head of Philanthropy & Trusts will be the charity's strategic lead for Philanthropy & Trusts and will be critical in further developing the Philanthropy & Trusts Strategy for Dogs Trust. The role will provide expert leadership in the development of our Philanthropy and Trusts programme and have an extensive and highly developed specialist knowledge of the Philanthropy and Trust markets in the UK, and ideally in other global markets. You will also personally manage a portfolio of the charity's most valuable relationships to secure six and seven figure gifts.

Working collaboratively, the postholder needs to be self-motivated and high performing to motivate the Philanthropy and Trusts department. You will have full accountability for income generation from major donors and trusts and foundations.

A proven background in large scale Philanthropy at a senior level is essential. In addition, you will have extensive knowledge and experience of managing significant budgets, be a proven strategic thinker with experience of developing and implementing strategy and you will have outstanding communication and leadership skills to be able to lead and motivate a 20+ person team. In 2024, the Head of Philanthropy and Trusts will be fully accountable for a £3.7m target.

### Key areas of accountability:

Planning and delivery:

- Develop and implement a comprehensive fundraising strategy designed to maximise philanthropic income from HNWIs, trusts, and foundations, aligning with Dogs Trust's overall fundraising goals. This will include planning to launch an International Leadership Council in 2025.
- Meet an annual department income target as agreed with Associate Fundraising Director, as well as a personal income target.
- Provide strategic guidance and support to the Philanthropy and Trusts team, fostering a collaborative and results-oriented working environment.

- Further develop, test and implement a broad range of successful products and giving opportunities including, but not limited to the Philanthropy Board and Patrons Schemes.
- Lead the identification and research of potential major donors, trusts, and foundations, creating tailored cultivation and solicitation plans to engage with them effectively.
- Oversee the preparation of compelling funding proposals, grant applications, and other fundraising materials, ensuring they are aligned with donors' interests and Dogs Trust's funding priorities.

#### Relationship management:

- Effectively recruit, manage and inspire a team of 20+ fundraisers, with four direct reports.
- Cultivate and maintain relationships with Dogs Trust's most complex and valuable prospects, major donors, trustees, and foundation representatives, effectively cultivating them to secure six and seven figure gifts.
- Nurture strong relationships with senior staff across all departments to build the most effective fundraising propositions and develop programmes that support Dogs Trust priorities. Oversee effective impact reporting.
- Work closely with the CEO, Executive Directors and Trustees both in the UK and abroad, to support them in major donor and Trust fundraising and increasing their confidence to 'make the ask' when required within their networks.
- Work closely with Head of Corporate, Head of American Friends Fundraising and Heads in the public fundraising departments to ensure that HNWI and Trust prospect opportunities are maximised across markets and fundraising programmes.

#### Governance and Finance:

- Set and manage an agreed annual budget of c. £2 million with expenditure approval and ensure effective use of supporter's gifts by reflecting their wishes, grant conditions and contracts.
- Oversee management of supplier contracts for best value.
- Ensure all major relationships with HNWIs and Trusts are appropriate for Dogs Trust, including appropriate due diligence and ensuring processes and systems are in place to always protect Dogs Trust.
- Monitor and evaluate the performance of fundraising activities, providing regular reports and analysis to senior management and the Board of Trustees.
- Work with the Finance Director and the Company Secretary in the development of any necessary regulatory reporting across Dogs Trust. Ensure that the systems are in place across Dogs Trust to meet all major gift and grant conditions.

#### **Additional Relevant Information**

The postholder will be required to travel to other Dogs Trust sites in the UK and occasionally overseas to visit donors or attend events. This will require some evening working and overnight stays.

#### **Person Specification:**

Proven track record of leading and developing a Philanthropy function, with proven success in innovation and driving significant growth across a multi-million-pound portfolio of major donors and trusts and foundations.

Proven track record of relationship building with High-Net-Worth Individuals and Trusts and Foundations to personally secure six and seven figure donations and grants.

Proven track record of peer to peer giving, including developing and managing Philanthropy/ Development Boards and working closely with Trustees and Senior Volunteers.

Proven strategic thinker with strong track record of strategy development and implementation.

Excellent relationship management skills, working in collaboration with multiple stakeholders.
Results orientated with a real drive and passion for delivering results in a growing business.
Self-Starter, confident to work with the minimum of supervision.
Proven experience of creating a positive culture, managing and motivating others to work successfully as a team.
Experience of developing and managing large budgets.
Excellent communications skills, both written and face to face.
Diplomatic with high levels of emotional intelligence
Good Microsoft Office skills and experience of working with databases
Sympathetic to the values and mission of Dogs Trust.