
Corporate Relationships and Major Donor Fundraising Manager

Reporting to:	Head of Fundraising
Responsible For:	Managing Major Donor relationships and Major Donor income Responding to higher level funding opportunities Being a catalyst for innovation within the fundraising team and developing new major fundraising opportunities
Location:	London
Contract:	Permanent, full time
Salary:	£32,000-£42,000 dependent on experience

This role may include some out-of-hours work, with time off in lieu awarded. Appointment is conditional on an Enhanced DBS check to conform to Build Africa's Child Protection Policy and two satisfactory references.

Organisation and context

Build Africa is an award-winning development organisation. We believe in the power of education to help end poverty, and work to ensure that children in Africa have the best opportunity to learn. We are unique in our approach - supporting the ability of parents to send their children to school, while helping communities build and sustain quality education services. Build Africa currently operates in Kenya and Uganda with ambitious growth plans for 2018 and beyond. We believe that in order to deliver transformational change, traditional approaches need to be complemented with innovative and effective development models. Our vision for the future is to support governments and in turn communities to deliver on strong education outcomes via demand and supply models – meeting the needs of parents, teachers and most importantly children.

Key responsibilities: Strategy

- Plan and deliver a long-term strategy for the growth and development of major donor fundraising within Build Africa, including short and medium term implementation plans, in conjunction with the Chief Executive and fundraising team. Monitor and review this strategy on a regular basis.
- Evaluate activity and the impact of that activity against agreed targets with a view to continuous improvement.
- Plan and deliver Build Africa's Corporate Relationships Model.

Donor Relationships

- Ensure major donor relationships are managed to the highest standard giving an optimum donor experience at every stage.
- Develop a strong understanding of existing supporters.

Corporate Relationships and Major Donor Fundraising Manager

- Provide a dynamic and innovative approach to prospective donors.
- Form and manage effective working groups with internal and external individuals, to generate meaningful feedback and trial new ideas.
- Proactively communicate with all major donors providing regular updates on Build Africa's work, including project updates.
- Using Raisers Edge as a key tool to record all Donor contact.
- Coordinate and accompany Major Donors on overseas trips as required.

Corporate Relationships

- Ensure corporate relationships are managed to the highest standard giving an optimum donor experience at every stage.
- Develop a strong understanding of existing supporters.
- Provide a dynamic and innovative approach to prospective donors.
- Form and manage effective working groups with internal and external individuals, to generate meaningful feedback and trial new ideas.
- Proactively communicate with all corporate donors providing regular updates on Build Africa's work, including project updates.

Person specification

We operate in a culture of excellence, integrity, innovation and ambition and would expect to see these values in action in this post.

Knowledge and Experience Essential

- A strong track record of major donor fundraising including evidence of the level of income generation and responsibilities carried out.
- Ability to develop and successfully implement clear and ambitious plans for a dynamic prospect pipeline, increasing donor engagement, and maximising ask opportunities.
- Expert skills in the implementation of good stewardship practice.
- Demonstrable experience of developing and delivering strategic plans, setting of objectives derived from the plans and successful delivery against those objectives.
- Excellent written skills including outstanding attention to detail, ability to keep and maintain accurate records and adhere to data protection practices.
- A natural networker who thinks creatively and has significant experience of closing asks.

Desirable

- Strong working knowledge and understanding of fundraising within the voluntary sector.
- An understanding of the budgeting and planning cycle.
- An understanding of the education and/or international development environment in which Build Africa operates.
- Experience of creating small scale events for donors as part of a stewardship approach.

Corporate Relationships and Major Donor Fundraising Manager

Skills and Abilities Essential

- An authentic, transparent, credible and honest working style.
- Excellent interpersonal skills with a powerful and inspiring personal presence, the ability to build rapport quickly and strong influencing skills.
- An outcomes focused worker with the ability to remain focused on and complete the tasks which create the most value.
- Inspirational presentation and communication skills.
- The ability to convey complex information cogently and in plain English to a wide range of audiences.
- A strong commitment to and ability to work effectively within a team.
- Self-reflective, with the necessary drive and determination to achieve results whilst remaining undaunted by setbacks.
- A good working knowledge of The Raiser's Edge database with an ability to extract, interpret and present data from it.

How to apply

To apply for this role, please send your CV to recruitment@build-africa.org.uk stating the job title in the subject along with a short covering letter outlining your suitability for the role.

Closing Date

The deadline for applications is Wednesday 7 March 2018 5pm BST.

Interviews

Interviews will be held on a rolling basis up until the closing date so candidates are urged to apply at their earliest opportunity.

Equal Opportunities

Build Africa recruits staff on the basis of their skills, experience and ability without regard to race, nationality, gender, age, sexuality, disability or religion.

Right to Work

All candidates must be able to prove their eligibility to work in the UK.