



Marie Curie Job Description

Job title:	Head of Philanthropy and Partnerships UK
Department	Fundraising
Location	Remote working with regular travel to London required
Reports to:	Director of Development and Communities

Job Purpose/Summary

Marie Curie has ambitious plans to become the UK's leader in the end of life experience. We want to ensure that everyone has the appropriate support at the end of their lives, and fundraising plays a critical role in achieving this. At Marie Curie, we believe that each individual life is precious and that we all deserve the best possible conclusion to that life. For over 70 years, Marie Curie has been by the sides of people approaching the end of their lives, providing them and their loved ones with expert care and emotional support and guidance to help them make the most of the time they have left together. We are rightly well-known and loved, with one of the most recognised charity brands in the UK and over-indexing on public trust.

We are seeking an ambitious and determined Head of Philanthropy and Partnerships to lead the team to support our long-term growth plans. We are not only aiming to significantly grow income over the next five years, in parallel we are also seeking to develop strategic relationships with forward-thinking companies, philanthropists and major funders to support us. We want to ensure that no one misses out on the end of life experience they deserve.

Job Summary

This is an extremely exciting time to join Marie Curie to develop and lead the Philanthropy and Partnerships team. The global Covid-19 pandemic only heightens the need and relevance of our work and presents a real opportunity to make a step-change in our impact.

You will oversee a large, national and geographically dispersed team, responsible for acquiring, retaining and maintaining all high value relationships with corporate partners, major donors, trusts and foundations and senior volunteers and special events committees.

The team comprises of 6-line reports and circa 50 team members, responsible for delivering £10m+ of annual income, with circa £3m expenditure. This is a pivotal role, reporting directly into the Director of Development and Communities and representing high-value giving across the whole organisation.

This role will deliver a joined-up, collaborative and holistic high-value strategy and approach, maximising opportunities across these key audiences. Building on existing success, the postholder will be responsible for developing an integrated high-value strategy, team, philosophy ultimately focused on delivering income growth. You will identify and optimise opportunities, working across teams, as well as providing excellent stewardship, relationship management and developing new partnerships to grow our long-term supporter base.

It's an excellent opportunity for an ambitious, senior leader to join the Fundraising and Engagement leadership team. You will be a results driven, passionate, strategic and determined relationship builder from a fundraising or commercial sales environment, able to represent fundraising at the highest levels, including at senior meetings and large events. A natural networker, with gravitas and strong leadership experience, contacts and knowledge, you will have a proven track record of senior management in a fundraising or commercial environment. You will have experience of developing strategies to build new relationships,

increasing income or revenue, and improving retention of existing supporters or clients.

Key Relationships

External

High net worth individuals, corporate partners and prospects, Trusts & Foundations, Heads of Department & Directors in other charities, senior staff in agencies, consultancies and other bodies.

Internal

Directors of fundraising and retail; CEO, Executive Director of Fundraising and Engagement; Fundraising and Engagement Heads of Departments and teams including Community Fundraising; Legacies; Fundraising and Caring Services Engagement; Comms & Marketing; Individual Giving; Fundraising compliance and legal; Supporter Relations and Operations teams. Caring Services staff and the Director of Strategy and Impact. Business partners with finance and HR; Trustees, Patrons and Senior Volunteers.

Accountabilities (Duties & Responsibilities)

1. Delivering income and managing high value fundraising

- Develop and implement a strategy to deliver growth in income from high value funding streams, including high net worth individuals; trusts and foundations; and corporate partners
- Manage a £10m+ annual income budget and circa £3m expenditure budget. Identify tactical and strategic opportunities to increase income and reduce expenditure in the short and long term to increase return on investment for Marie Curie as a whole.
- Measure and report performance against the strategy and plans and identify resource requirements to ensure adequate support and resources are available to deliver the strategic priorities.
- Monitor, regularly review and reforecast income performance versus targets and develop operational plans to deliver agreed targets to optimise income opportunities and mitigate risks. Undertake further analysis as required, and adjust focus, plans and resource where necessary to ensure success.
- Lead and support the Special events team to review the market in light of Covid-19, develop and deliver a programme of sector leading events and virtual events to nurture prospects and grow income from existing supporters
- Lead the team to develop commercial partnerships to leverage the Marie Curie brand and extend our reach and impact through successful Affinity/Affiliate Marketing, CRMs and Sponsorship
- Develop insight and a compelling case for support to drive performance, decision making and relationship development, ensure support across the whole team to help deliver overall objectives through research, product and proposition development and operational support
- Optimise Marie Curie's local fundraising presence to develop philanthropy and partnerships on a local, national and UK wide level working with geographically-dispersed teams to build a compelling case for support and deliver local impact
- Be the acknowledged expert on high-value giving within Marie Curie. Advise and coach the team and develop the knowledge and experience across the organisation so we can capitalise on any high-value opportunities.
- As the organisational lead on high-value giving activity you will ensure your team maintains a detailed understanding of the risks, rules, regulations and legislation that govern these forms of fundraising.

2. Relationships and influence

- Develop networks and relationships with our target audiences to solicit gifts and steward key relationships, and lead and enable the team to deliver the high-value

strategy, as part of the wider fundraising strategy.

- Ensure that the charity's relationship with supporters is managed and developed using the highest-standards of effective stewardship with high-quality materials, and an ability to articulate a strong and consistent message across all regions.
- New Business – developing new partnerships, with a strategic fit for both parties and products that attract new, long-term collaborations
- Build and develop long term relationships with a focus on increasing the number of long-term, strategic partners and major donors able to give six and seven figure gifts and to work with Marie Curie to cocreate solutions to improve the end of life experience for all
- Major Donors, Trusts and Foundations and Corporate Partnerships – delivering the best possible relationship management to retain and grow existing partnerships and major donor relationships
- Other philanthropic partners include Statutory & Lottery – developing and overseeing successful funding propositions to secure grants, lottery and statutory income
- Develop relationships with Senior Volunteers to promote and develop philanthropic and high value giving

3. Leadership and culture

- Lead, coach and motivate the team to develop high-performance against the agreed priorities and budgets, drive growth, ambition and agility to deliver results
- Nurture and develop the talent within your team to build resilience and depth
- Work across the organisation to bring people together around the supporter to increase income, value and impact
- Embed a culture of one team, one target, sharing and maximising opportunities, encouraging collaborative working across Philanthropy & Partnerships; with the rest of the Fundraising and Engagement Directorate and with the charity as a whole

4. Other

- Visibly live the charity's values, including our commitment to diversity and inclusion
- Actively invest in continuous learning, staying on top of best practice and emerging trends in high value fundraising and translating this into actionable insights for the department
- Fulfil other reasonable duties as required

General

In addition to the specific duties and responsibilities outlined in this job description, all Marie Curie employees should be aware of their specific responsibilities towards the following:

- Marie Curie is committed to encouraging volunteering throughout the organisation and as such the post holder will be expected to support and respect volunteers, and may be asked to work alongside or supervise a volunteer as part of their role whilst working at Marie Curie.
- Marie Curie operates a no-smoking policy. The post holder should either be a non-smoker or be prepared not to smoke in **any** Charity premises, grounds or vehicles or when on Marie Curie business outside the office.
- Adhere to all health and safety and fire regulations and cooperate with Charity in maintaining good standards of health and safety.
- Adhere to all information governance, privacy and security policies, standards, guidelines and procedures; practise and promote secure behaviours
- Adhere to all Marie Curie policies and procedures at all times
- Actively promote and support the safeguarding of vulnerable adults, young people and children, observing and adhering to Marie Curie policies on safeguarding
- Uphold ethical and professional standards and not bring the Charity into disrepute.
- Promote and sustain a responsible attitude towards equal opportunities and diversity within the Charity.

- Demonstrate a commitment to ongoing registration requirements or any national professional or occupational standards associated with the role.
- Demonstrate a commitment to ongoing learning and development and to participate in any training relevant to the role.
- For designated roles, the post holder will be responsible for health & safety, information governance, business continuity planning and/or risk management. (These responsibilities will be notified on appointment).

About you

In order to be considered for this role, you will have a proven track-record in managing large high performing teams and will have achieved growth in performance and income. You will have experience of embedding strategic thinking and planning, and an ability to clearly articulate a strategic direction and plan internally and externally .

The post holder will be a tenacious, creative, self-starter who thrives on identifying new opportunities and knows how to build relationships and experiences to deliver long term value and support. The team itself is often required to identify, articulate and help to launch initiatives and projects that are of interest to our donors, so it is essential that the post-holder is able to seek-out and create interesting propositions and support the team in doing so.

You will be a proven relationship-builder, networker and an experienced senior leader, capable of working with stakeholders at all levels, including trustees and clinicians, to drive forward our culture of philanthropy and growth, and able to speak and present with passion and gravitas to engage and acquire support.

This role is responsible for a large and diverse team, so we are looking for an experienced manager of staff, keen to support, challenge and develop people and engage other stakeholders, to develop a strong, holistic approach to high level giving.

This job description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of the charity at any time after discussion with the post holder.



Marie Curie Person Specification

Job title: Head of Philanthropy and Partnerships

Criteria	Essential	Desirable	How assessed
1. Skills/ Abilities	<p>Excellent leadership skills building and leading team of all levels Coaching and developing teams to drive high performance.</p> <p>Exceptional presentation and public speaking skill – able to communicate with passion, authority and gravitas.</p> <p>Strong negotiation, communication and interpersonal skills.</p> <p>Excellent attention to detail with ability to write and oversee high-quality and detailed written applications.</p> <p>Able to prioritise and manage team workload</p> <p>Excellent IT skills, including a thorough knowledge of MS Office and databases.</p> <p>Excellent numerical skills and ability to prepare financial information, budgets and forecasts, and discuss and present complex analysis.</p>	.	Application form, CV & Interview
2. Knowledge	<p>Expert in developing high value giving strategies, or similar in a commercial context, including development of products, methods and propositions, and knowledge of applying those techniques across a broad team.</p> <p>Understanding of how to utilise a database effectively for high value marketing purposes.</p> <p>Excellent understanding of fundraising or sales and marketing strategies to drive income / revenue.</p> <p>Experience of developing both annual operational and three year strategic plans, balancing in year activity with sustainable long term pipeline development.</p> <p>Experience of budgeting, forecasting, KPI monitoring and analysis .</p> <p>Experience of developing creative and innovative solutions.</p>	<p>Knowledge of the major trusts and foundations in the UK, especially those giving to healthcare charities.</p> <p>Understanding of the rules, regulations and best practice across fundraising, especially in corporate & major gifts.</p>	Application form, CV & Interview
3. Qualifications/ Education/ Training	Evidence a commitment to continued professional development	Educated to degree level A formal fundraising	Application form, CV & Interview

4. Experience	<p>Senior leadership experience in a fundraising or commercial environment</p> <p>Significant large team management experience .</p> <p>Significant experience of relationship management and new business development to increase voluntary income or revenue</p> <p>Experience of performing well under pressure across a broad range of activities.</p> <p>Co-ordinating multiple projects and delivering to tight deadlines</p>	<p>Senior leadership experience across a number of high-value disciplines; philanthropy; corporate partnerships;; special events</p> <p>Experience of soliciting 6-figure plus gifts or partnerships</p>	Application form, CV & Interview
5. Other requirements	<p>Resilient, agile and able to work at pace and lead through ambiguity. Flexible, collaborative and willing to cover for other team members as required.</p> <p>Passion and conviction for the cause to inspire others and foster commitment</p>	<p>Knowledge and understanding of fundraising and the end of life care sector</p>	Application form, CV & Interview

Where appropriate , reasonable adjustments to these criteria will be considered to accommodate personal circumstances such as disabilities



Marie Curie Terms & Conditions

Job title	Head of Philanthropy and Partnerships UK
Salary scale	MCJES Grade G
Annual leave entitlement	33 days (including 8 bank holidays)
Notice period	Three Months (after first six months service)
Working hours	35 hours per week
Disclosure Check	None.

Other benefits

- Continued access to NHS Pension Scheme (subject to eligibility)
- Marie Curie Group Personal Pension Scheme
- Season ticket loan
- Loan schemes for bikes; computers and satellite navigation systems
- Enhanced Maternity Pay;
- Employee Assistance Programme;
- Flexible Working;
- Study / Bursary Scheme;
- Access to a variety of blended learning professional development courses and materials including a Marie Curie Leadership Programme;