

HEAD OF PHILANTHROPY

Duration:	Permanent
Salary:	£65,000 per annum
Job Level:	Level 2
Hours:	35 hours per week. Other flexible arrangements will be considered.
Disclosure Level:	Basic
Reports to:	Director of Philanthropy
Location:	Working from home and at 1 Westfield Avenue, London E20 1HZ

At the UK Committee for UNICEF (UNICEF UK), we pull together to achieve the best possible results for children in danger around the world. We believe in an inclusive workplace and in the power of fulfilled colleagues who share the same values and goals, enjoy their work and are motivated to do their utmost for children.

Our work is guided by the UN Convention of the Rights of the Child (UNCRC) and the Sustainable Development Goals (SDGs), which recognise the universality of children's rights.

ABOUT THE ROLE

The Philanthropy Department sits within UNICEF UK's Partnerships & Philanthropy directorate, alongside the Corporate, Foundations, Sport, Soccer Aid, Scotland and Intelligence teams, managing high value income partnerships which deliver impact for children worldwide.

Within the Philanthropy Department, the Philanthropy team works specifically with philanthropists at all levels as well as with our faith and membership organisations. The team drives partnerships through excellent relationship-based engagement with currently eight specialised relationship managers. This role works with and alongside our Principal Gifts income stream and Special Events team.

The Philanthropy Department as a whole raised c. £17m in 2022 and is a priority area of development for UNICEF UK with ambitious aspirations for transformational and sustained growth. The Head of Philanthropy plays a key role in the delivery of strategy led by the Director of Philanthropy, to increase income through innovation, partnership growth/retention, better collaboration and integrated relationship management.

What we will expect you to achieve

- Role model [Our Shared Commitment](#) in all aspects of your work and leadership, and work with colleagues to ensure we have the inclusive and diverse teams and culture that we need to deliver income, impact and influence for children. This will be evident in your actions, behaviour in meetings, engagement with colleagues and morale within the team.
- Collaborate closely across the Partnerships & Philanthropy directorate (encompassing Corporate Partnerships and Foundations) and UNICEF UK to maximise the organisation's prioritising wider organisational success and inspiring teams to work together.
- Working with the Director of Philanthropy, inspire and lead the Philanthropy team to deliver an ambitious multi-year strategy in order to meet or exceed financial targets as set out in UNICEF UK's 2023-26 strategic framework.
- Drawing on your own experience and expertise, to ensure that the Philanthropy team delivers on an ambitious strategy with robust prospecting, stewardship, and risk management plans in place for all donors.

- Lead by example by personally engaging with a select portfolio of high-value partnerships portfolio and lead relationship management to drive long-term engagement and role model high value stewardship to the team.
- Ensure the team has the support and resource needed to create high quality proposals and so that reporting delivered to partners is timely and insightful internal.
- Implement new guidelines for monitoring, reporting and documenting KPIs in order to provide data driven support to relationship managers and deliver key reports on finances through accurate annual budget, quarterly forecasting and monthly management account.
- Represent UNICEF UK externally including working with other UNICEF National Committees, and Country, Regional and other UK-based agencies as appropriate, as well as externally at philanthropic conferences and other forums where HNWI's gather.
- Keep abreast of fundraising trends and the regulatory environment around fundraising from high value donors, and ensure that standards are set, procedures are followed, and issues acted upon or escalated as appropriate.
- Continue to build an inclusive team culture, focusing on retention and equitable development of talent within teams, leading with the guiding principles of ensuring efficiency and maximising on strengths in order to achieve results for children.

BEHAVIOURS, EXPERIENCE AND SKILLS

This section contains the essential behaviours, experience, knowledge and skills needed in order to be effective and successful in this role. All criteria in this section are essential.

Effective behaviours

Supporter driven and mission aligned

- Is committed to children and their rights and motivated to work towards achieving a better world for every child.
- Develops effective relationships with target supporter groups enhancing their knowledge and involvement of UNICEF's work.
- Uses in-depth knowledge of supporters, the market and the charity sector to predict future trends that impact upon supporters and their support.
- Considers partners' needs and pressures, balancing their expectations with doing what's right for children.

Results focussed

- Prioritises and sustains focus on work that will have the greatest impact on agreed aims by reviewing results and extracting learning, to optimise future performance.
- Anticipates internal/external challenges that could impact UNICEF UK's work and adapts approach accordingly.

Communication and influence

- Conveys complex ideas and messages clearly, using a variety of methods to engage any audience, be impactful and win understanding and support.
- Anticipates and responds to the needs of an audience, adapting content, style, language and use of channel to deliver maximum clarity.

Leadership

- Translates strategic direction into medium- and long-term plans and objectives for own team. Promotes a result focused growth culture, engaging and guiding others to achieve ambitious goals.
- Creates and encourages cross-organisational teamwork and collaboration, acting as a visible role model.
- Prioritises knowledge and skills over status to make the best use of talent and promote involvement at all levels.

Resilience

- Remains positive and quickly recovers from setbacks, keeping problems in perspective.
- Takes a solution focused approach to problem solving to succeed in difficult circumstances.

Relevant experience

- Demonstrable personal experience of securing, developing, and delivering 7-figure Philanthropy partnerships resulting in growth opportunities.
- Confident in developing and executing innovative fundraising strategies for effectively growing high-value Philanthropy income.
- Leading experienced Philanthropy managers, building a positive atmosphere and a committed and collaborative approach to best deliver tangible results.
- Confident in planning and budgeting in a non-profit fundraising environment, managing income and expenditure budgets and delivering against personal and organisational objectives.
- Experience building peer fundraising alliances; awareness of emerging fundraising giving platforms; exposure to innovative/social finance mechanisms; and existing knowledge of key issues within international development.