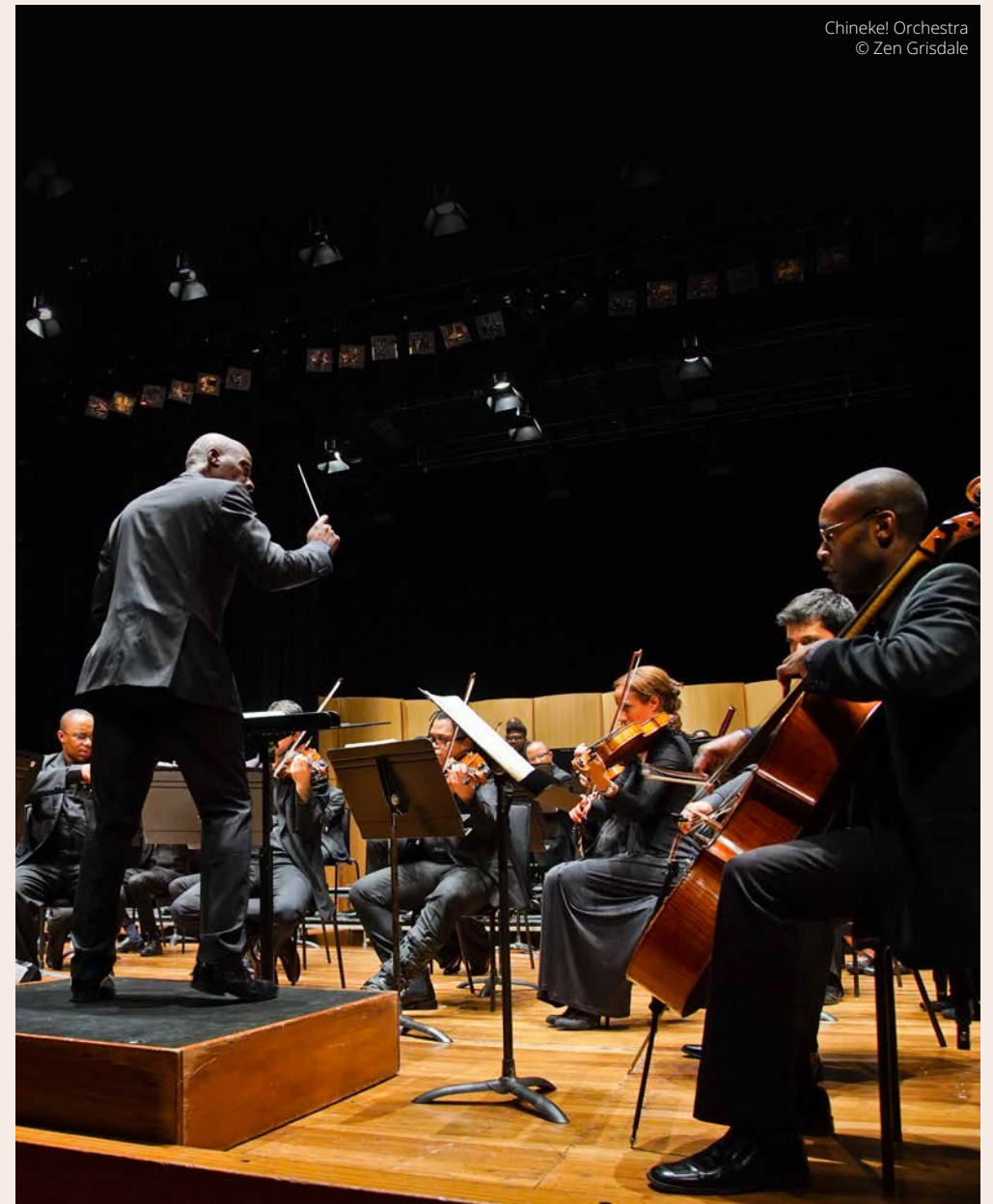


# Southbank Centre Head of Philanthropy



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# Background Information

Southbank Centre is the UK's largest arts centre, occupying an 11acre site at the heart of London's most vibrant cultural quarter on the south bank of the Thames.

The site has an extraordinary creative and architectural history stretching back to the 1951 Festival of Britain. Southbank Centre is home to the Royal Festival Hall, Queen Elizabeth Hall, Purcell Room and the Hayward Gallery as well as the National Poetry Library and the Arts Council Collection. Southbank Centre's broad programme covers classical and contemporary music, dance and performance, visual arts, literature and the spoken word, taking place indoors and outdoors across its 11acre site and in virtual space. An artistic team of artform specialists, led by Artistic Director, Mark Ball, create an inspiring programme that is relevant to our times and excites diverse audiences.

## Who We Are

### Our Purpose

We offer transformative, life-enhancing encounters with world class art, in wonderful, democratic spaces.

### Our Vision

We aspire to have the most vibrant, innovative, welcoming and inclusive arts spaces in the world, renowned for championing the imagination of artists, audiences and communities.

### Our Strategic Objectives

#### We are Innovative and Dynamic

We innovate all the time, in all that we do, in all our spaces, physical and digital. We are dynamic and flexible in the way we face challenges of the future. We always look for innovative ways of working. We strive for excellence in everything we do.

#### We build Audiences and our Staff and People reflect London

Democratic access for all is our founding and our guiding principle. We are always extending our reach and relevance. We are a truly modern arts centre which is representative of Lambeth, London and the wider UK.



A young performer from Kinetika Bloco on the Riverside Terrace at Southbank Centre  
© Kinetika Bloco

### We Collaborate

Partners and Artists are critical to our success and central to our way of working. Artistic/ tech/ commercial and cross-sector partnerships as well as community and venue partnerships across the UK and the world.

### We are Resilient and Sustainable

We are resilient and our organisation is stable. We make agile use of our resources so that we can invest for the long term future of SC. We are environmentally responsible in everything we do.

### New Board Members

The Southbank Centre has recently announced the appointment of five new members to its Board of Governors, who bring significant new expertise, particularly in the fields of social change, digital communication and philanthropy. They have officially taken up their posts in early December 2022.

The appointments of Kieron Boyle, Chief Executive at the Guy's and St Thomas' Foundation; Anais Hayes, Head of Brand Innovation at Google; Salman Mahdi, Global Vice Chairman at Deutsche Bank Wealth Management; Jerome Misso, retired Partner and now Senior Adviser at Balderton Capital and Ndidi Okezie OBE,

Chief Executive Officer at UK Youth, were endorsed by the Department of Culture, Media and Sport on 27 October 2022.

The new Board is 40% female and 53% Black, Asian and Ethnically Diverse (BAED) and is chaired by Misan Harriman photographer, entrepreneur and social activist.

### Finance

Southbank Centre successfully operates a mixed funding model. Our largest single source of funding is the annual revenue grant of £18.6m from Arts Council England. Pre-pandemic, we also earned a further £13.3m from our artistic programme.

Our entrepreneurial activity is incredibly important, making up 37% of our income. We generated nearly £18m from commercial and donor activities for the year ending 2019. The last 22 months produced highly irregular results for our commercial activity - both corporate and retail - but since re-opening in Sept 2021, the recovery of commercial income has been extremely promising and our site has bounced back strongly.

### Development

The Development team is responsible for securing significant revenue income from a variety of public, private and commercial funding sources to support the ambitions of Southbank Centre, in close collaboration with all internal departments and external partners.

The core revenue fundraising target for 2022/23 is £2m and set to rise to £3m in 24/25. In addition the team raises funds for strategic projects which sit outside the organisation's core budgets such as a recent major commitment from Apple to support young Black creatives. The Development team has previously completed a successful capital campaign in 2018, raising £8.3m to complete the refurbishment of the Queen Elizabeth Hall, Purcell Room and Hayward Gallery.

This role will be central to leading growth in our fundraising activity from individual major donors across all of our art forms, for the work we do to engage audiences and communities and for developments across our site.

The Royal Festival Hall celebrates its 75th anniversary in 2026.

### For further information visit:

<https://www.southbankcentre.co.uk/>



Louise Bourgeois - Schools Takeover Day  
© Pete Woodhead

# The Role

## Job Title

Head of Philanthropy

## Location

London, UK

## Reports to

Director of Development

## Direct Reports

Philanthropy Manager x 2

## Key Relationships

Director of Development, Artistic Director and art form leads, Chief Executive and Executive Leadership Team, the Board of Governors and Development Committee members

## Purpose

The Head of Philanthropy is responsible for maximising fundraising income for the Southbank Centre from high net worth individuals by cultivating and stewarding major donors, soliciting gifts and supporting colleagues and peer to peer contacts to do the same.

They will lead a strategy to grow major giving at Southbank Centre working with the Director of Development to implement change and support effective planning and proposal development while also leading and managing a high performing team.



# Key Criteria for Success

*After 12 months in post, the successful candidate will have:*

- Fully integrated within the team, and be a valued and trusted member of the leadership team within Development
- Built credibility with key internal and external stakeholders across the organisation through the development of strong professional relationships
- Galvanised a philanthropy team of 4 that takes a holistic and strategic approach
- Identified and maximised fundraising opportunities across the organisation's core activities
- Developed a strategy for philanthropy and worked with the Director of Development, to take it to the next level
- Solicited major gifts and established robust pipelines for regular giving and project funding from HNW individuals



# Key Responsibilities

## Strategy & Leadership

- Develop and lead a strategy and business plan to realise significant growth in major giving delivering on annual revenue targets
- Lead and manage the philanthropy function, setting targets and appropriate KPI's and building a high-performing culture
- Propose income and expenditure budgets at least annually and inform re-forecasting processes throughout the year identifying shifting risks and mitigating actions, as well as emerging opportunities
- Work with the Development Committee, board members and colleagues to develop a robust pipeline of new major gift prospects
- Manage a portfolio of major donors and prospects, directly soliciting major gifts and supporting colleagues, Development Committee and Board members to nurture and solicit major gifts

- Work closely with colleagues managing membership and audience giving to maximise the potential within the Southbank Centre philanthropic journey
- Work in partnership with senior management and the artistic teams to match Southbank Centre activities to funding opportunities and to develop the case for support
- Ensure that the programme of stewardship and cultivation events help to develop new and existing donor relationships and to demonstrate the impact of Southbank Centre's work

## General

- Oversee and inform the effective use of the CRM and other processes and systems to ensure donor records and prospect relationships are recorded accurately and that funders receive agreed benefits and reports
- Keep informed of changes to regulation and legislation where it applies to fundraising in particular the fundraising code and use of sensitive information, and ensure the team operates within these rules
- Support the process of due diligence and the risks associated with accepting and declining major gifts working with the Research and Operations Officer, Director of Development, senior colleagues and board members as necessary
- Represent the Southbank Centre at a range of events and meetings both internal and external
- Undertake any other duties as may be reasonably required



Skylark Connection Cafe  
© Pete Woodhead

# Person Specification

## Experience and knowledge

### Essential

- Significant experience of major gift fundraising
- Proven track record of soliciting gifts of five and six figures and meeting targets
- Demonstrable experience of leading and line managing a team
- Experience of relationship fundraising and supporting senior colleagues in making the ask
- Proven experience of bringing about fundraising growth and making change
- Experience of developing strategies and monitoring progress against them
- Experience of setting up efficient systems and procedures which are compliant and manage risk
- Experience of budget setting and management

### Desirable

- Experience of fundraising within a creative environment
- Good understanding of tax law relating to donations and gifts

## Skills and abilities

- Proven ability to network and influence opinion effectively internally and externally
- Ability to analyse data, understand issues, and generate solutions
- Proven ability to form effective relationships with a wide range of contacts and to identify their needs and priorities
- First class writing skills and attention to detail
- Excellent presenting and communication skills
- Strong project management skills
- Excellent analytical and research skills
- Proven ability to work independently and as part of a team
- IT skills, including the MS Office packages and databases

## Attitudes

- A dedicated and responsible attitude towards work and targets
- A demonstrable interest in the cultural sector
- A commitment to Equal Opportunities

This role is offered on a permanent full-time basis. Please note that because of the nature of the role, this role must be worked onsite at London's Southbank Centre regularly and some evening and weekend hours will be required.



# Next steps

## Terms

The salary for this role is positioned at £50,000 plus, depending on skills and experience. To discuss salary parameters please call Sonja Dunphy, Managing Director or Julie Baker, Consultant at Richmond Associates.

## The package includes:

- Defined Contribution Pension Scheme (no earnings threshold required in order to receive an employer 5% contribution and enrolled from day 1 of employment for anyone on a contract of 3 months or more). For employees over the earnings threshold, contributions can be increased on a sliding scale up to a maximum of 6% employee, 8% employer)
- 28 days holiday, plus bank holidays
- Discount at all restaurants and shops on site and 30% reduction on SC shops and online shops
- The British School of Osteopathy – offer Southbank Centre employees benefit from a 25% discount on treatments
- Cycle to Work Scheme
- Eyesight Test – staff entitled to claim back up to £25 for the cost of an eyesight test annually if they use a VDU
- Hayward Gallery – Employees can gain free entry to the Hayward Gallery
- Employee Assistance Programme with LifeWorks, which provides SC and their immediate families free and confidential counselling on a range of personal issues that may occur relating to work or home life (e.g. dealing with stress, relationships, parenting, staying healthy). Lifeworks also have an online resource with free information/guidance docs for managers/leaders and staff and with discounted offers and perks
- Season Ticket Loan – annual interest free season ticket loan once they have successfully completed their probationary period
- Staff Yoga – Weekly vinyasa flow yoga classes take place on site every Tuesday lunchtime and are free to attend
- Reciprocal Benefits – Southbank Centre have a reciprocal agreement with various galleries and museums across London and are able to gain free access to a number of exhibitions.

## Our commitment to Equity, Diversity and Inclusion Statement:

We passionately believe in the power of art, ideas and creativity to inspire, educate and effect change. We present work for everyone and we welcome applications from everyone. By attracting people to work for us from a broad range of backgrounds with diverse attitudes, opinions and beliefs, we can continue to look at the world with fresh eyes and find new ways of doing things.



Winter-Lights  
© Pete Woodhead

## How to Apply

### Applications should include:

1. A comprehensive curriculum vitae giving details of relevant achievements in recent posts as well as your education and professional qualifications.
2. A covering letter that summarises your interest in this post, providing evidence of your ability to match the criteria outlined in the Person Specification.
3. Details of your notice period and names of 2 referees, together with a brief statement of the capacity in which they have known you and an indication of when in the process they can be contacted (please note we will not contact your referees without your express permission).
4. Telephone contact numbers (preferably daytime and evening/mobile) which will be used with discretion.
5. Completed equal opportunities monitoring form.

## Selection Process

The applicants with the most relevant experience will be invited to have initial exploratory discussions with Sonja Dunphy, Managing Director or Julie Baker, Consultant at Richmond Associates.

First interviews with Southbank Centre will take place from mid-January 2023, with in person panel interviews taking place in late January 2023.

Southbank Centre will reimburse travel expenses to interviews upon presentation of receipts and within one month of the end of the recruitment process.

Closing date for applications is 9am on Monday, 9 January 2023.

Please send your application to **Kate Tilley**, Business Support Administrator

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# Site map

