



## Job Announcement

# Director of Strategic Partnerships

- Post Title:** Director of Strategic Partnerships
- Reports to:** The National Director
- Responsible for:** Team of 5 people
- Current Location:** The HFHGB office in Slough/London, UK, with some international travel.
- Annual Salary:** Competitive
- Background:** The vision of Habitat for Humanity is a world where everyone has a safe and decent place to live. Habitat for Humanity Great Britain (HFHGB) [www.habitatforhumanity.org.uk](http://www.habitatforhumanity.org.uk) is part of the international Habitat for Humanity network that strives to eliminate poverty housing from the face of the earth, ensuring that every child and every human being has a safe, healthy and decent place to lay down their head at night. Habitat for humanity has a range of interventions to achieve this goal; housing microfinance for repairs, additions and renovations, advocacy especially for secure land tenure and housing rights, 100% subsidised housing for orphans and vulnerable groups, disaster response, water and sanitation....
- Job summary:** Our vision is enormous. We are looking for someone with enthusiasm, drive and motivation to achieve growth in all aspects of strategic partnership fundraising including corporate, major donor, foundations and faith and community group fundraising. As well as having a personal fundraising target, you will also lead, inspire and develop a growing team with their specific targets.
- Flexibility:** Habitat for Humanity Great Britain is a small organisation that is seeking to grow in order to maximise its contribution to the global vision and mission of Habitat for Humanity. This inevitably means that the organisation must adapt to be successful. For the charity to be adaptable, we also need an ambitious, dynamic and flexible staff team. It is a requirement of the post holder to be flexible in terms of location (within reason), line management, and duties and responsibilities. Your statutory rights are not impinged by this flexibility clause.

**Purpose:** To fight poverty by raising funds through strategic partnerships and relationships with corporates, foundations, High Net Worth Individuals (HNWIs) as well as faith and community organisations. In doing so to enable everyone to have a safe and decent place to live by helping to establish HFH as a top 100 charity over the next 5 years, focussed on the international need, with a balanced range of income streams.

## **Main Duties and Responsibilities**

### **1. Strategy, Development, Monitoring and Review**

- Work with the National Director and other stakeholders to:
  - a. establish robust Strategic Partnership Fundraising Strategy (SPFS), covering restricted and unrestricted income streams, including the policy and systems for delivery of strategic giving;
  - b. develop a range of key performance indicators (KPIs);
- Consistently analyse results, interpret trends, and provide strategic fundraising direction that delivers optimum fundraising mix;
- Monitor trends in strategic fundraising within the sector, and identify gaps in the market that HFHGB could exploit, and deliver initiatives to capitalise on those gaps; and
- Produce timely and regular management information for the Company Directors, the Senior Leadership Team, and other stakeholders that explains fundraising performance against KPIs and the National HFHGB Business Plan.

### **2. Budget and Operational planning:**

- Work with the National Director, the Senior Leadership Team as well as other stakeholders to:
  - a. providing key inputs into the annual budget;
  - b. Develop a SPF Plan;
  - c. Report on variations against budgetary SPF Plan projections.

### **3. Developing the Leadership Giving Fundraising Team:**

- Lead by example, personally acquiring, develop and growing a portfolio of major accounts;
- Provide leadership, guidance, training and support for Corporate Partnership Managers, the Grant Writer and interns from time to time;
- Develop KPIs for the Strategic Partnerships team and work with the team to ensure that they are met or exceeded; and
- Be a role-model for the Strategic Partnerships team.

#### **4. Strategic Partnership Fundraising:**

- To develop, disseminate and guide colleagues on HFHGBs leadership giving case for support providing compelling argument as to why donors should support HFHGB so that the organisation presents a consistent case to top prospects;
- To work closely with the HFHGB Board, National Director and the Senior Leadership Team to facilitate relationships with leadership donors including strategic delivery their engagement with key partners and HNWIs;
- To work to establish an agreed programme of cultivation and positioning events for leadership giving supporters and prospects;
- To develop key support structures for leadership giving; including research, proposal development and screening;
- To manage research requirements into foundations, institutions, companies, HNWIs and to support the wider leadership giving fundraising team in their ongoing research requirements;
- Oversee and lead in the delivery of the SPFP on a day to day basis, in an innovative, creative and inspirational fashion that drives results ensuring that all opportunities are maximised and the most efficient use of time and resources is achieved;
- Ensure that all communications to Strategic Partnership audiences are specific and pitched appropriately, working closely with the Marketing and Communications team as required;
- Develop and drive new initiatives and review existing practices to ensure that all opportunities are maximised and the most efficient use of time and resources is achieved;
- Work with the Director of Supporter Engagement to ensure that synergies are developed and maximised to ensure that donors are fully engaged across the organisations “offer”; and
- Work with the Programme Team to ensure that fundraising asks are aligned with Programme priorities.

#### **5. Other:**

- Ensure that meticulous records of all approaches to prospects and donors and their outcomes are properly recorded on the HFHGB CRM system and the effective management of the leadership giving prospect tracking database.
- Ensure HFHGB fundraising activities comply with current best practice, adhere to the ICFM and Fundraising Standards Board Code of Conduct and other industry standards and comply with all relevant statutory and ethical standards;
- To be an Ambassador for the charity at events, in communication with press and members of the government and civil service as well as every day dealings with potential donors;
- Document and disseminate learning, case studies and best practices to help inform future strategic investments in global fundraising
- To manage and rigorously monitor provision of professional services by external service providers and to ensure productive engagements and value for money for HFHGB, including putting services out to regular retendering;

- To ensure that stronger relationships are forged with HFHI and Habitat GB Homes and that any obligations are met in a timely and professional manner; and
- Ensure that HFHGB judiciously applies for fundraising awards.

## **Candidate requirements**

The successful candidate will meet the following requirements with regards to; experience, knowledge, personal attributes, skills and abilities and qualifications:

### **Experience and knowledge**

- Significant progressive and proven experience in successfully developing and managing all aspects of leadership giving fundraising programmes including:
  - Developing fundraising strategies and successfully implementing them;
  - Managing major gift fundraising strategies in particular and ideally with multi-million pound annual targets;
  - Developing communications and outreach programs;
  - Managing high profile events.
- Strategic thinker and planner, able to lead and engage in planning processes and set priorities and is able to think critically, objectively and analytically;
- Strong knowledge and experience of budgeting with income and expenditure budgets;
- Excellent and proven knowledge of major gift fundraising methodology including prospect research, proposal preparation and the cultivation, solicitation and stewardship of major donors;
- Working as part of an international organisation and being able to influence within a network;
- Experience of inspiring, motivating and supervising professional and senior-level development staff with excellent organizational skills and ability to prioritize multiple and varied tasks across time zones and culture and the ability to integrate distant working staff into a team;
- Being a highly successful fundraiser in his/her own right, as well as leading a successful fundraising team within the charitable sector, preferably the international development sector;
- Creativity and innovation in generating fundraising campaigns, and developing campaigns based on emerging insights;
- Getting the best out of a team. We need someone who can motivate and develop and mould a dynamic, creative and successful fundraising team. Through the team, the Director of Fundraising will be able to deliver outstanding results, but will also make a significant personal contribution (leading by example). We would expect the successful candidate will be managing in excess of 3 direct reports;

- Working closely with peers, and where necessary asserting themselves within the leadership team. We need to ensure that fundraising, marketing, donor engagement and communications activity is joined up and synergies are created;
- Being self-aware, understanding strengths and weaknesses, being prepared to discuss those, and developing their own strategies for development;
- Developing and managing budgets, and feeding data into the financial planning process; and
- Being a brand ambassador at events, meetings and as a media spokesperson;

**Personal attributes:**

- A well-honed strategic player, with a fine tuned understanding of the UK market place;
- Exceptional interpersonal and influencing skills with an ability to represent the HFH vision and mission to a wide range of internal and external stakeholders;
- Keen eye and knack for leading the development of key partnerships to enhance organizational outreach and name recognition;
- High degree of organisational ability to supervise multiple projects, people and opportunities at the same time; and
- Persistence in achieving desired outcomes

**Skills and abilities:**

- Proven ability to work and lead under pressure including the ability to cope with deadlines, multiple tasks, and competing demands;
- Outstanding written and oral communication skills in English;
- Excellent networking skills with the ability to engage respectfully with people who have different values and styles;
- Ideally will have experience of influencing within an international network;
- High degree of organisational ability to supervise multiple projects, people and opportunities at the same time;
- Persistence in achieving desired outcomes;
- Comfortable and confident at public speaking, including on TV and radio. Evidence of a strong ability to be a spokesperson for the organisation;
- Excellent at getting the best out of a team, able to motivate and develop and mould a dynamic, creative and successful team.; and
- Able, with the team, to deliver outstanding results and to make a significant personal contribution to the outcomes

**Qualifications:**

- Education to degree level, ideally with an appropriate membership of a professional association;

## To apply

**To apply for the post**, please send a letter of application stating the skills and approach that you would bring to the role along with your CV/resume (no photos) in English in strict confidence BY EMAIL ONLY to Zoe Oldham [zoeoldham@darylupsall.com](mailto:zoeoldham@darylupsall.com) . Applications sent by other means will not be considered.

Ensure that they are sent as Word documents with the titles "*your name* cover letter" and "*your name* CV". Please put "**Director of Strategic Partnerships – HFHGB**" in the email subject line. Please let us know, in your covering email, where you found out about the post.

**Deadline for applications: Sunday 20 April, 18.00 GMT**