

ROLE PROFILE

Job Title:	Head of Fundraising & Partnerships
Reporting to:	Director of Engagement
Direct reports:	Corporate Partnerships Manager Trusts and Foundations Manager Fundraising Officer Art Executive
Hours:	35 hours per week
Contract:	Permanent
Salary:	£50,000
Location:	The House of St Barnabas, 1 Greek Street, London, W1D 4NQ with an opportunity for hybrid working from home.

Interviews:

1st round – 17th March 2023

Call with a trustee on the 22nd March 2023

2nd round - 24th March 2023

Please ensure that you provide answers to the following questions:

- 1. Please provide a cover letter**
- 2. Please tell us a bit about yourself: Your work, your practice, your interest in homelessness, and the journey you have been on to get to this point.**
- 3. Using short summaries, provide specific details of up to two initiatives that you have been directly involved in that is relevant to this role. For each initiative or project, please describe your role (e.g. team leader, team member), the purpose of the activity (i.e., its aims), the major contributions you personally made.**

“The House of St Barnabas is one of my favourite hidden gems in London, a beautiful space to escape to. As a community builder I appreciate and support the great work they do in changing and supporting people’s lives.”

- Charlie Dark, movement maker, musician, DJ and founder of Run Dem Crew

“Soho is the roots, the premises of the House of St Barnabas is the trunk, the charity is the branches and the members are the blossom of this huge tree which has grown into a source of hope in London.”

- Hadi, Employment Academy Graduate

ABOUT US:

Our vision is of a future where lasting good work, a secure home and a supportive network are a reality for those affected by homelessness.

Our mission is to break the cycle of homelessness.

Do you want to drive income to underpin one of London's most culturally unique charities in one of the coolest buildings in Soho? We are looking for a special individual to join us who is excited to play a part in supporting people's journey towards lasting paid employment and independence.

House of St Barnabas is a charity and not-for-profit members' club. We deliver our mission through our Employment Academy, through which participants experience a holistic programme of long-term support, helping them secure good work, a good home and a good network. Underpinning our Employment Academy is our vibrant member's club based in our grade 1 listed building, right in the heart of Soho. We fund our work through the profit we make from our club alongside innovation in fundraising.

For our model to work, we aim to run an outstanding members' club; bringing together a community of creatively interesting people from diverse experiences and expertise, who have come together around a shared ideal of creating a fairer, better society.

We have entered our tenth year, and developed our exciting next five-year strategy, and we are looking for a Head of Income to join us and help raise in excess of £1m to deliver our ambition with your small, but perfectly formed, fundraising team of four. Reporting to the Engagement Director you have responsibility for the delivery and diversification of our fundraising income.

ABOUT YOU:

Are you an enthusiastic, experienced and entrepreneurial fundraiser? Are you good at managing and motivating others? Are you inspired by helping the homeless secure good work, a good home and a good network? If so, we are looking for you.

We are looking for an accomplished fundraiser to develop and implement our income strategy, deliver on our fundraising targets and create new and diverse income streams.

The role will specifically focus on our major donor and corporate fundraising as well as leading and supporting our small fundraising team to raise the necessary funds to implement our new strategic objectives of a Capital Appeal for our beautiful Grade 1 listed building and chapel.

The successful candidate will have significant experience in a fundraising role at a comparable level, with demonstrable achievements in at least two fundraising disciplines including corporate partnerships. A confident self-starter, you will have excellent verbal, written, presentation and interpersonal skills, line management experience, and be used to taking a proactive approach to your work.

ABOUT THE JOB:

- To give strategic direction, lead and implement the fundraising strategy to hit the £1 million target.
- Grow the supporter base and unrestricted income through, relationship building, engagement and fundraising activity with a key focus on Major Donors and Corporate Partnerships.
- Maintain quality standards (including ethical and DEI standards) in donor stewardship and fundraising communications.
- Effective line management of all direct reports, ensuring high levels of motivation, retention and performance.

- Work closely with the head of finance to deliver a clear forecast process, with clear accountability sitting with you and your direct reports.
- Deliver a capital appeal, raising approx. £1 million across financial years 2024-2026, to support our building and infrastructure plans
- Support the income management of the art programme, supporting the Director of Engagement and the Art Executive to generate £50,000 through art
- Play a leadership role in the House as a member of our Leadership Team
- Support and guide Employment Academy participants on work experience within the House

IDEALLY, WE WOULD LIKE YOU TO HAVE:

Essential

- Excellent relationship management skills
- Expertise and track record of securing significant new business in either corporate or major donor fundraising
- A track record of growing fundraised income in excess of £1m per annum
- A track record of managing earned income and driving earned income growth in excess of £100K per annum
- Proven ability to establish and maintain income forecasting systems
- Outstanding communication and written skills
- Up-to-date knowledge of fundraising best practice and regulation, including GDPR
- Ability to nurture and develop junior talent into high performing fundraisers
- Reliable, with a willingness to work flexibly outside of office hours

Desirable

- Experience of managing a significant capital appeal

Personal qualities

- Passion for our purpose to break the cycle of homelessness
- Strong commitment to diversity and inclusion
- Clear commitment to our values: encouraging, creative, social and inclusive

THIS IS IMPORTANT TO US

We're an equal opportunities employer, and proud of it. Every applicant and employee is afforded the same opportunities regardless of race, colour, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender, gender identity or expression.

We encourage applications from candidates with lived experience of homelessness.