

# HEAD OF MAJOR GIFTS AND EVENTS

**Salary:** £60-70K plus benefits package (Starting salary is dependent on qualifications and experience)

**Permanent:** 37.5 hours per week

**Location:** London (minimum 3 days per week) and regular travel to meet donors and attend events throughout the UK

## JOB DESCRIPTION

### In a nutshell....

This crucial role is responsible for delivering Outward Bound's Award- Winning Major Gift (High Net Worth Individuals) and Events fundraising plan in support of our General appeal and other projects.

This role requires someone with a strong aptitude and love of events and working with a portfolio of incredible supporters.

A taste of some of our recent events:-

- The Big Rappel at the Empire State Building
- Dinners at Royal Residences
- Reception at 10 and 11 Downing Street
- High Profile Performances by Tom Jones, Eric Clapton, Gary Barlow, Ball and Boe, Gladys Knight.

We are seeking a real professional with a "Follow Me" style of leadership – someone who rolls up their sleeves and takes on the challenge head on, setting an example to the small team they lead.

You will be confident and relaxed working with High Net Worth Individuals who support the Trust so generously. You will have strong feel for events management and leadership and have an innovative and entrepreneurial streak. You will be someone who seizes the day.

Reporting to the Director of Fundraising, Marketing and Communications Leading the Major Gifts and Events (Development) Team.



# RESPONSIBILITIES

- Lead on the development of solicitation and stewardship plans for the current donor base.
- Significantly increase the philanthropic income from current high-net-worth individuals giving to Outward Bound.
- Manage relationships with high-level donors, securing five, six and seven-figure gifts.
- Oversee all relevant fundraising activities and analysis of current donors, ensuring that activity is data protection compliant.
- Design and execute OBT's fundraising events programme for High Net Worth Individuals.
- Play an active role on the Fundraising and Marcomms Leadership Team.



# WHO WE'RE LOOKING FOR

## Your skills / qualifications and experience

- A proven team player, willing to accept responsibility, work enthusiastically, show initiative, and proactively work to exceed targets.
- Confident communication and presentation skills - able to present with gravitas about the work of the Trust and the need for support.
- Diplomatic and persuasive, able to present ideas articulately and engage both internal and external stakeholders, to bring them "on the journey".
- Experience of working with High Net Worth Individuals and of securing and uplifting 5 or 6 figure gifts.
- Proven track record in building relationships and engaging with key stakeholders at all levels.
- Excellent attention to detail and strong decision making.
- Experience of effectively leading a team – directing individuals with clear targets.
- Experience of driving and executing high level events and campaigns with the "wow" factor flawlessly.
- Understanding and experience of CRM systems.







## BENEFITS

- Annual Leave of 24 days, plus bank holidays. Annual leave increases by 1 day per year to a maximum of 30 days, plus bank holidays.
- Life Assurance: 3 x salary, covered from start date; includes Employee Assistance Helpline.
- Long-term Disability Insurance: 2/3 salary less state incapacity benefit after 6 months' absence for up to 5 years, covered from start date.
- Employee assistance programme: with easy access to medical and mental health support. Ranging from instant GPs appointments to physio or counselling services.
- Personal Accident Insurance while at work or commuting.
- Health Cash Plan with Medicash: on application after completion of probation; taxable benefit.
- Pension Scheme (currently Standard Life): Auto-enrolment of all staff after 3 months service.
- 8 weeks' sick pay at full salary in any 12 months.
- Berghaus uniform items provided and the opportunity to purchase Berghaus products at discount.
- Staff bursaries: discounted course fees for family members.
- Childcare voucher scheme.

### Plus!

- Personal Adventures – Outward Bound has a positive attitude to extended/unpaid leave (forward planning is required).

### Hours of work

You'll work an average of 37.5 hours per week.

### Probation Period

There is a 3-month probationary period from the employee's start date.

## HOW TO APPLY

To apply for this job please send a covering letter of no more than one side of A4, explaining your fit to the job description and the person specification, together with an up-to-date CV to [karen.black@outwardbound.org.uk](mailto:karen.black@outwardbound.org.uk) by Monday, 17 February 2025.