

JOB DESCRIPTION

Job Title	Head of High Value Relationships
Department	High Value Relationships
Reporting to	Director of Engagement
Line Manages	Trusts and Foundations Manager Corporate Partnerships Manager(s) (Account Manager and Business Development Managers x 2) Major Donor team (to be appointed in due course)
DBS check requirement	Basic
Location	Avonmore Road, London W14 8RR (with hybrid working)

JOB PURPOSE

The **Head of High Value Relationships** will lead major gift fundraising at Independent Age. The postholder will be responsible for developing and delivering a new Major Donor programme from the ground up, building on an established Trusts & Foundations programme to maximise its potential, and leading the Corporate Partnerships team to develop and grow a pipeline of strategic high value partnerships with businesses.

The Head of High Value Relationships will lead their team in creating and implementing a strategy for high-value fundraising. This new strategy will aim to generate substantial income from high-net-worth individuals, trusts, foundations, and businesses.

As a key member of our Leadership Team, the Head of High Value Relationships will work closely with colleagues from across Independent Age to ensure that high value relationships significantly contribute to supporting our mission to improve the lives of older people struggling with their finances.

KEY RESPONSIBILITIES

High Value Relationship Fundraising

- Develop and deliver a cohesive high value fundraising strategy to maximise major gift fundraising from high-net-worth individuals, foundations and trusts and corporations
- Lead the development and delivery of an ambitious new major donor programme from the ground up including – over time - building a team to support this ambition
- Strategically develop our case for support to enable restricted, strategic and unrestricted funding. Ensure full cost recovery and fundraising that is in line with the charity's strategic objectives
- Develop and nurture a personal portfolio of high value 6 and 7 figure high net worth prospects
- Lead the team to deliver excellent relationship management by developing constructive and trusting relationships with high-value donors
- Prioritise the development of high value, long term and mutually beneficial

- relationships, including the development of strategic partnerships with businesses
- Lead the team to develop robust and strategic stewardship plans that engage donors with our work and impact, so that we can retain and grow the value of their support. Where relevant, ensure opportunities for growth in income and engagement are maximised through participation in volunteering, fundraising, stewardship events and other opportunities
 - Ensure that funders' reporting requirements are met and that all donors are aware of the impact of their donations across our charitable activities

Leadership and Management

- Ensure the High Value Relationships team is positively motivated and equipped with the tools they need to fundraise effectively, including through effective performance management of line reports, with agreed objectives and development plans in place, to enable them to excel
- Promote good working relationships with other departments to ensuring the smooth running of the High Value Relationships team and strengthening our work with older people
- As a member of Independent Age's Leadership Team, provide inspiring, empowering and effective leadership, direction and oversight to Independent Age to maximise the impact for older people facing financial hardship
- Help to embed our values and champion a positive, supportive culture to optimally deliver our mission
- Champion Equity, Diversity and Inclusion in all that we do
- Effectively manage budgetary and financial responsibility and support the embedding of a culture of financial awareness and scrutiny
- Maintain compliance and adherence with all processes to ensure good governance
- Maintain relevant sector knowledge and experience and represent Independent Age at conferences and events
- As a leadership team member, create positive relationships with other heads of departments, SLT, and internal and external stakeholders to share knowledge, insight, and evidence
- Contribute and lead organisational projects, ensuring delivery on time and within budget

General Responsibilities

- Embrace diversity and share in our commitment to equality of opportunity and to eliminating discrimination
- Model and embed Independent Age's values and behaviours
- Share in our commitment to promoting welfare and safeguarding adults at risk of harm and any children or young people connected with them that we may come into contact with through our work
- Ensure that information is obtained, used and stored in accordance with our Data Protection and Confidentiality policy
- Undertake any other duties commensurate with the level of the role

How We Work

At Independent Age, we live by our values and EDI principles.

Our **values** are:

- Purpose-driven - the experience, needs and views of older people are central to everything we do
- Compassionate - we listen, care and take action
- Expert - our work is evidence-based and solution-focused
- Collaborative - we work in partnership to maximise our impact
- Accountable - we work with integrity and transparency
- Inclusive - we value diversity and always treat everyone fairly with dignity and respect

To put our **EDI Principles** into practice, we will:

- proactively challenge ageism and all other forms of inequality and discrimination throughout all our work.
- celebrate and champion diversity within and outside our charity.
- create a culture where everyone knows that they belong.
- ensure our leaders act as role models and champions.
- promote equity of opportunity for our staff, volunteers and the people who use our services.
- ensure our EDI plan is integral to our annual planning processes to ensure that we deliver our goals.
- collect data on diversity and inclusion to enable us to inform our work and review our progress and impact.
- be accountable and transparent about our progress.
- use our influence to proactively champion EDI internally and with external partners.
- continuously improve, adopt best practice and learn from and share with others.

PERSON SPECIFICATION

- A proven track record in high-value fundraising, including securing 6-7 figure donations from high-net-worth individuals, trusts, foundations, and businesses.
- A seasoned relationship fundraiser, adept at building productive, influential and long-term relationships with high value donors.
- Significant experience shaping and implementing a successful high-value fundraising strategy that has delivered a step change in income generation.
- A demonstrable passion for, and affinity with, our cause.
- Experience in effectively developing, managing and reporting complex income and expenditure budgets.
- Demonstrable experience in working with colleagues to develop partnerships, deliver service agreements and achieve contractual targets derived from commissioned and/or commercial sources.
- An experienced leader and manager with demonstrable success in creating, leading, inspiring and motivating high-performing, multi-disciplined fundraising and partnership teams and collaborating with a wide range of internal colleagues and external

stakeholders, often operating in a complex contractual environment.

- Excellent interpersonal and relationship-building skills based on our core values.
- Experience in managing, supporting, developing and motivating colleagues in face-to-face and hybrid environments.
- An understanding and/or experience of the differences between grants and contracts and the use of charity trading companies.