



UK Director of Fundraising – major donors and annual events

Candidate Brief
March 2022



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Welcome

Thank you for your interest in joining us on our most important mission, which is a determination to push as rapidly as possible for new treatments that not only improve and extend the life of patients with follicular lymphoma, but that cure the disease once and for all.

Over the coming year we will be expanding the ways and range of opportunities for people to get involved with the FLF and support our mission here in the UK and to parallel our work in the US. Accompanying this will be an increase the ways in which we can recognise and publicly thank donors and supporters.

Building on the strength of our UK fundraising programme development to date, and the fantastic support of the FLF community so far, we are raising our 2022 ambitions to raise \$11m to continue to grow our programmes focused on most likely routes to cure for FL.

This marks a significant scale up of our current operation and programming.

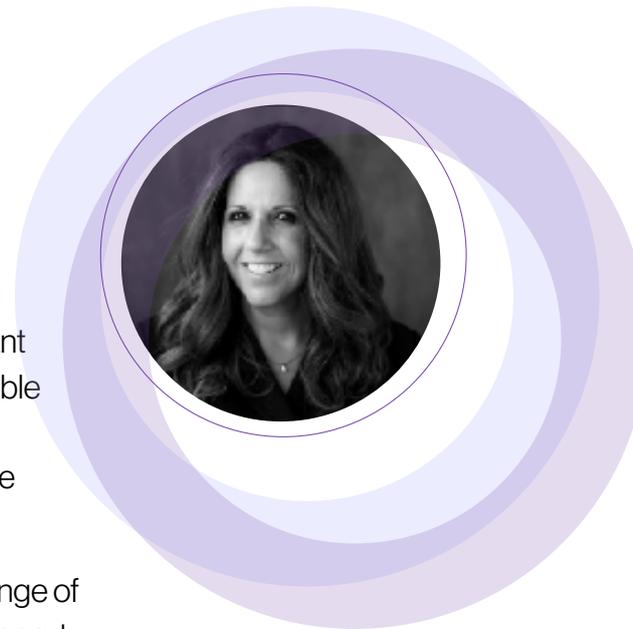
I am now seeking to appoint a UK Director of Fundraising to work alongside me to lead our fundraising programme here in the UK and to steward our existing relationships with the major donors who have supported us thus far and to cultivate new relationships.

You will be that major donor fundraiser who can be trusted by our founders with our most important and influential supporters and someone who is genuinely motivated by our mission and our ambition. Together we can change lives.

I look forward to our meeting.

Yael Simon

Chief Philanthropy Officer





About us and FLF



Nobody deserves to live with an incurable cancer. The Follicular Lymphoma Foundation (FLF) plans to change that.

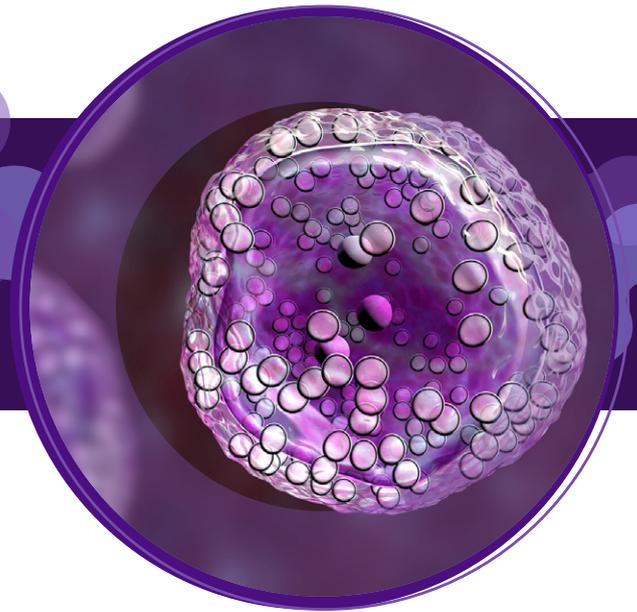
We are the first charity dedicated to finding a cure for follicular lymphoma – and fast.

FL is currently an incurable blood cancer. It affects thousands of people but the chances are, unless you have or know someone with it, you have never heard of it.

FL is different from many cancers. For most people it is a chronic disease marked by multiple periods of relapse and remissions. These, as well as a whole host of life changing physical and emotional challenges are all part of living with a cancer without a cure.

Around a fifth of people with FL will develop transformed or an acute form of the disease which can be highly resistant to treatment and have a poor prognosis.

The Foundation is dedicated to improving lives for the thousands living with FL today and for everyone who is diagnosed tomorrow.



Our mission

Our mission is to lead new and determined efforts to find cures for FL.

FL was first diagnosed in 1925, almost 100 years ago.

It has been nearly fifty years since the last major scientific discovery was made that changed the landscape of treatment.

This breakthrough led to the introduction of Rituximab in 1997. It was the last treatment to be approved that has had a significant impact on extending the lives of people with FL. Since then there have been new drugs that are having success in extending the length of peoples' first remission. This is important as it helps to keep people well for longer but there have only been incremental improvements on survival and there is still no cure.

At FLF we say this is not enough. Incurable is not ok.

With all the tremendous advances in medical science over the last few decades, it is time to focus more attention and energy on finding a cure for FL.

The Foundation's flagship programme is the "International Follicular Lymphoma Challenge.", which works in collaboration with other key players in the field, finding a cure for FL to make a positive and immediate impact on patients' lives.

Together we can save lives.



Our history

The FLF was set up by Nicola Mendelsohn CBE, VP Global Business Group at Meta, in 2019 following her own FL diagnosis in 2016.

Whilst trying to understand the impact of her own diagnosis she connected with the Living with Follicular Lymphoma Facebook Group which now has over 8500 members... and counting. The group has been a lifeline to so many FL patients.

It was while coming to terms with her own condition and speaking to expert clinicians in the field that she realised that research into FL had been sadly lacking.

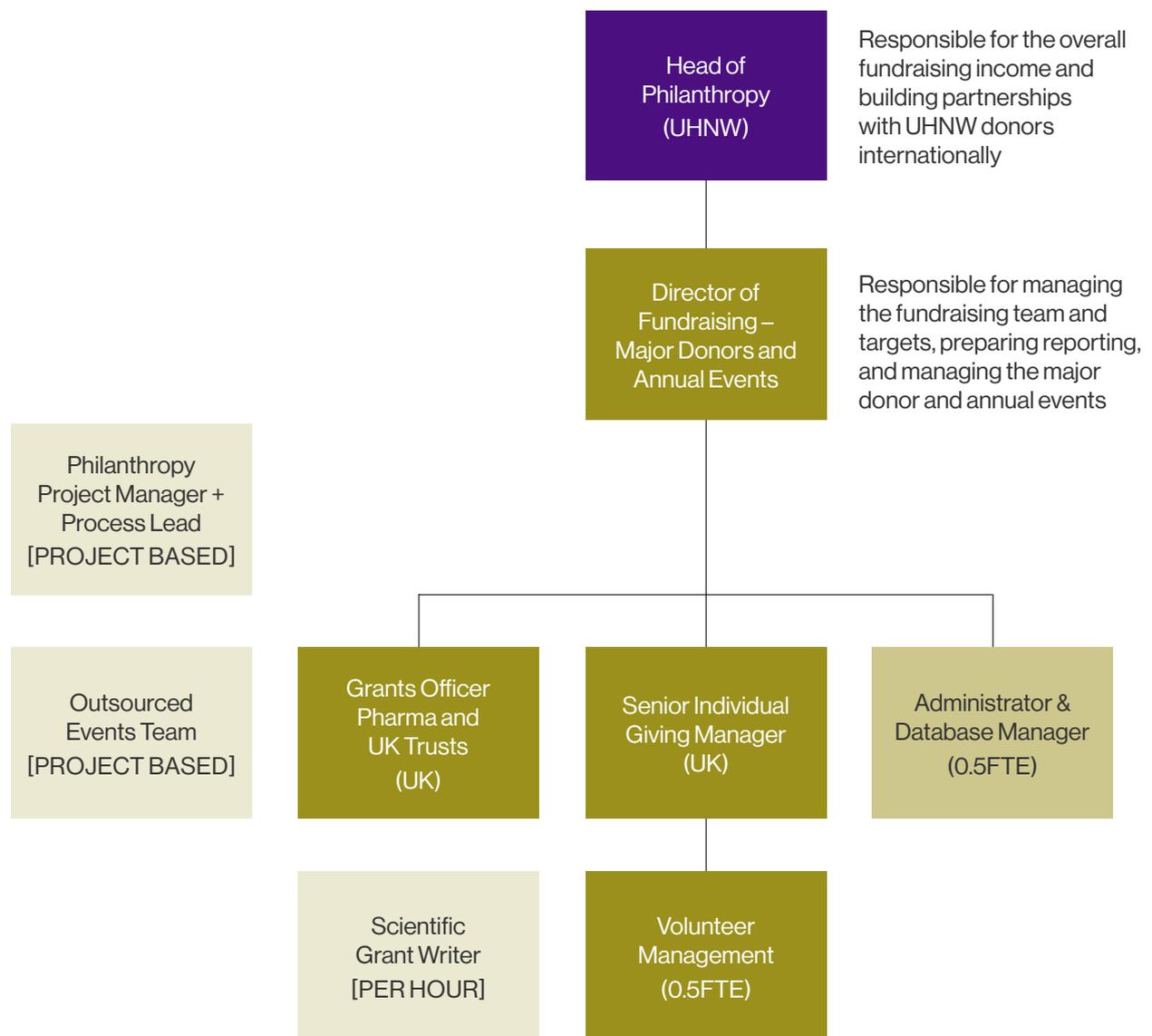
For more information

Visit our [website](#) to find out more about our work and who has been involved.

There is an update to the website coming soon, which will illustrate just how much we have achieved and how much we have grown in just three short years.



Organisational chart





Job description

Job title:	UK Director of Fundraising – major donors and annual events
Location:	69-73 Theobalds Road, London, WC1X 8TA
Salary:	c£70,000
Contract:	Full-time, permanent
Hours:	37.5 [per week]
Responsible to:	Chief Philanthropy Officer
Responsible for:	Grants Officer UK Pharma and Trusts Senior Individual Giving Officer Administrator and Database Manager Outsourced providers and freelancers





Role purpose

To hold lead responsibility for the development and delivery of the Foundation's UK fundraising programme that engages major individual and organisational donor through meticulously planned cultivation events and the careful stewardship of relationships that results in long-term partnerships with donors in support of the shared ambition of finding a cure for FL.

- Key external contacts:**
- Major individual and organizational donors and supporters
 - Key decision makers in corporates, trusts, foundations and other grant-making organisations
 - Strategic partners, including pharma, science and medical research organisations
 - Suppliers, including outsourced providers and freelancers
 - Media representatives
 - Regulatory bodies

- Key internal contacts:**
- Founders and Trustees
 - Senior Management Team members
 - Advisory specialists/experts

Financial dimensions Responsible for maintaining and extending the annual UK fundraising operational budget and income targets.

Other considerations Some work out of normal office hours will be required as well as travel in the UK.

Key areas of responsibility

UK fundraising programme strategy

To hold lead responsibility for the development and delivery of the UK fundraising programmes designed to secure the support of major individual and organisational donors aligned to the overall funding ambitions of the Foundation.

This will involve:

- Along with the Chief Philanthropy Officer, actively engaging Trustees and senior managers in the development of the UK fundraising strategy;



- Developing and maintaining agreed funding targets and the relevant key activity performance indicators that will deliver the required results;
- Contributing to producing generic and individual impact reports and working with colleagues to ensure that the Foundation's "case for support" is backed up by quantitative and qualitative data;
- Contributing to annual UK fundraising programme budgeting and forecasting.

UK fundraising programme delivery

To manage the delivery of the annual UK fundraising programme and translating strategic priorities into achievable operational plans aligned to agreed targets and the Foundation's ambitions.

This will involve:

- Producing excellent specific funding propositions to individual donors, corporates and grant-making organisations;
- Developing and delivering a calendar of meticulously planned donor cultivation events throughout the year;
- Ensuring each initiative and event is appropriately resourced, risk managed and that contingency arrangements are in place;
- Collaborating with the communications team to ensure that major partnership cultivation is supported by appropriate marketing materials, accompanying press exposure.



UK major donor relationship development and management

To develop and maintain constructive personal relationships with actual and potential UK based major donors to maintain engagement, secure new support and maximise the potential contribution.

This will involve:

- Prospect researching and identifying future potential donors, crafting the appropriate approach plan and executing, e.g. individual philanthropists, decision makers in corporates, trusts, foundations and other grant making bodies;
- Creating, implementing and monitoring a programme of events and other means of donor engagement that secures a pipeline of new major donors;
- Supporting the development of discussions with influential individual and organisational donors that position the founders to be able to make the “Ask” and in time when appropriate, making the “Ask” personally;
- Working in line with the existing internal measures that are in place for effective donor stewardship, including ‘thanking’ donors for their support, and enhancing these measures where necessary in pursuit of excellence in donor care.



Governance and administration

To ensure effective governance and administration of the UK fundraising development programme.

This will involve:

- Ensuring all fundraising activity is compliant with relevant UK charity and other statutory legislation and conforms to Fundraising Regulator requirements;
- Along with the Chief Philanthropy Officer, providing expert advice and guidance to the Foundation's founders and board of trustees and coordinating any secretariat support required;
- Providing timely financial performance monitoring, producing regular financial reports;
- Ensuring that the fundraising database is used to manage approaches and monitor progress effectively.

People management and team building

To be responsible for the day-to-day management, leadership and motivation of the direct reports and working alongside colleagues in other teams and departments.

This will involve:

- Recruiting, objective setting, development and performance management of direct reports;
- Ensuring staff take ownership for individual and team targets and are supported and resourced to achieve them;
- Providing appropriate guidance and support to other colleagues who contribute directly or indirectly to major donor development for the Foundation.



Person specification

Essential knowledge and experience

- Substantial strategic and operational management experience of major donor fundraising in the UK, which will have included personal responsibility for generating significant income from individual philanthropists, corporates, trusts, foundations and other grant-making bodies;
- Substantial experience of influencing, negotiating and working in collaboration with high-level donors and their intermediaries;
- Experience of delivering major donor cultivation programmes, including high-profile and prestigious events that is fully supported by timely and relevant marketing and PR;
- Experience of undertaking all aspects of financial resources and people management, e.g. budgeting, motivation, recruitment, team-building, professional development, performance management;
- Knowledge of the current trends in major donor giving and the regulatory framework for fundraising in the UK.

Desirable knowledge and experience

- Knowledge of the values, principles and patterns of Jewish religious, communal and family life within the UK and how this influences and shapes philanthropic giving by the Community;
- Experience of development/fundraising within the UK Jewish community.

Qualifications and memberships

- Evidence of continued professional development relevant to the role;
- Membership of appropriate professional bodies, e.g. Institute of Fundraising.



Skills and abilities

- Leadership and people management skills that inspires and motivates others;
- Strategic planning and organising skills in order to: produce strategic and operational plans, manage projects and ensure appropriate fundraising administration processes;
- Analytical skills in order to identify and evaluate fundraising options and use financial and other performance management data to inform decisions;
- Ability to develop and implement creative solutions to complex challenges;
- Empathy and social skills in order to build effective working relationships with influential individuals, e.g. major donor, volunteers, scientists, researchers etc;
- Effective influencing and persuasion skills;
- Excellent oral, written communication and presentation skills;
- Ability to work under own initiative and collaboratively;
- IT skills – for example able to use Windows-based and other software programmes, e.g. fundraising database.



How to apply

For an informal and confidential discussion, please contact our recruitment partner, NFP Consulting:

Simon Lloyd Director | NFP Consulting
07961 988 523 simon.lloyd@nfpconsulting.co.uk



For more information and to apply online, please visit:

www.nfpconsulting.co.uk/flf

Application is by way of CV and a Supporting Statement, which should be around two sides of A4 and set out your motivations and credentials for the role.

Closing date: Sunday 24rd April





Selection process and timescales

Stage 1: Week beginning 2nd May

First round of screening interviews conducted by NFP, which will be remote.

Stage 2: Week beginning 9th May

Final interview with a panel of trustees and there will also be the opportunity to meet with the colleagues you will be working with. Candidates will be asked to prepare a presentation in advance.

Accessibility

Please let us know if you have any special requirements which we might need to consider in relation to the selection process. Any requests will not affect the decision making itself.

Please let us know if you would like to receive this information in a different format.

