

STUDIO WAYNE MCGREGOR HEAD OF DEVELOPMENT JOB PACK

World-class arts studio for the development of choreography and inter-disciplinary arts, Studio Wayne McGregor, is looking for a motivated and ambitious Head of Development to lead and grow its Fundraising Strategy.

The right candidate will have a proven track record of fundraising for both core and project income, from a range of sources including individuals, trusts and foundations, corporate, and Arts Council England. They will be a persuasive communicator, with excellent spoken and written English, and be skilled at stakeholder management.

The Head of Development will work closely with the Artistic Director and Executive Director to develop the Business Plan, setting income targets and development strategies to contribute to the organisation's growth.

Since undertaking a capital campaign, re-branding, becoming a building-based organisation, and increasing the output of activity dramatically two years ago, Studio Wayne McGregor is at an exciting moment in its evolution. This is a rare opportunity to join the senior management of a world-class international organisation operating at the highest level of artistic innovation, and contribute to a pivotal point in its development.

BACKGROUND

Studio Wayne McGregor

Studio Wayne McGregor is the creative engine for choreographer and director Wayne McGregor CBE, and the home of his life-long enquiry into thinking through and with the body. With Wayne at its centre, this collaborative network encompasses dancers, writers, composers, producers, software engineers, visual artists, scientists and more.

Studio Wayne McGregor fuels the breadth of Wayne's creative work including the development and touring of signature works on his ensemble of world-class dancers, Company Wayne McGregor; a portfolio of international commissions across genres including dance, film, theatre and opera; specialised learning and engagement programmes emboldening individuals in their own creative expression; artist development and mentoring; and research collaborations across science, technology and the arts.

In March 2017 Studio Wayne McGregor moved into a new state-of-the art building, housed in Here East on Queen Elizabeth Olympic Park. Part of a new technological and creative community, it comprises three extraordinary studio spaces.

Collaboration is at the heart of all of the Studio's work, with partners including Roundhouse, BBC, the fashion brand Cos, Google, Wellcome Genome Campus, The Royal Ballet, and The Grange Festival. The Studio also works with a wide range of artists from visual arts, music, design and performance, as well as supporting more than 100 artists each year to create work in its studio spaces through the FreeSpace programme.

All Studio Wayne McGregor staff members are encouraged and supported to attend performances, rehearsals and events. They also benefit from a broad-ranging fitness, wellness and community programme run by the Here East campus. Studio Wayne McGregor

is based within the burgeoning arts and technology district in Queen Elizabeth Olympic Park, and next to the vibrant existing artist community of Hackney Wick.

Head of Development

JOB PROFILE

- Job title: Head of Development
- Hours: Normal working hours are 10am – 6pm Monday – Friday including 1 hour unpaid for lunch. Some flexible working hours will be required, for instance for attendance at meetings and events.
- Based at: Studio Wayne McGregor, Broadcast Centre, Here East, Queen Elizabeth Olympic Park, London E15 2GW
- Remuneration: £40,000
- To apply: Send a current CV (including details of 2 referees) and covering letter (no more than 2 pages A4) outlining how your skills and experience match the person specification. Please also complete an Equal Opportunities Monitoring Form.
- Send to: recruitment@waynemcgregor.com with **Head of Development** in the subject line.
- Closing date: 12 noon Monday 17 June.
- Interviews: Shortlisted candidates will be informed on Tuesday 18 June.
- Interviews will take place later that same week.

Studio Wayne McGregor is an equal opportunities employer.

JOB DESCRIPTION

Main objectives: Overall responsibility for the development, delivery and growth of Studio Wayne McGregor’s Fundraising Strategy across the organisation’s full range of activity.

Responsible to: Artistic Director, Executive Director

Responsible for: Development Manager

Key working relationships: Finance & Operations Director, Director of Engagement

Key Duties:

Development

- Create, lead and develop the Studio Wayne McGregor Fundraising Strategy for both core and project funding (currently c. £1m pa) from trusts & foundations, individuals, corporates and public funders, including researching funds and prospects, building key relationships, making asks, writing major applications, monitoring grants, and ensuring excellent stewardship of donors.
- Work with the Executive Director and Finance & Operations Director to set and monitor 5-year income and cash flow targets within the Business Plan.
- Achieve contributed income targets as set within the Business Plan, including securing multi-year funding.
- Be the key contact for the Arts Council England relationship including writing and reporting against the NPO agreement and Business Plan, delivering the Annual Survey, securing other strategic funds, and maintaining a good relationship with the organisation’s primary funder.
- Develop the organisation’s Individual Giving programme, led and delivered by the Development Manager.
- Work creatively across the organization to identify new projects with potential for funding.
- Research and introduce new and innovative contributed income streams, both national and international.

Strategy and Management

- Report quarterly and present annually to the Board, and actively engage Board members in fundraising initiatives.
- Participate in Senior Management Team meetings.
- Line manage the Development Manager, and support the Dance Animateur’s fundraising responsibilities for local programme.
- Recruit, manage and evaluate the Development team and other external consultants and partners.

General

- Participate and represent the organisation in industry-wide and cross-sector initiatives.

PERSON SPECIFICATION

Essential:

- Significant demonstrable experience in a Development role (minimum 5 years), planning and running campaigns to achieve income targets.
- Successful track record of fundraising from individuals (including major gifts), trusts & foundations, corporate, and Arts Council England.
- Successful track record of setting, managing and reporting on budgets and meeting financial targets.
- An aptitude for high level stakeholder management.
- Exceptionally organised and methodical, with strong attention to detail.
- Excellent spoken and written English, and well-presented work.
- Motivated, ambitious and committed, with a positive and creative approach to problem-solving.
- Experience in managing a team and/or freelance staff to both maximise effectiveness and support professional development.
- Personable and a highly confident communicator, with the ability to maintain good relationships with a wide range of people.
- Tactful and diplomatic, with high regard for discretion and confidentiality with sensitive information.
- Good research skills.
- Good IT skills including Excel.
- Experience of using CRM databases and managing data.

Desirable:

- Experience in a senior management role, including strategic development and business planning.
- Interest and enthusiasm for the work of Studio Wayne McGregor.
- Experience of planning, organizing or managing events.
- Experience of working within an arts or charity environment.
- A professional qualification in fundraising or arts management.

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