

Head of Development

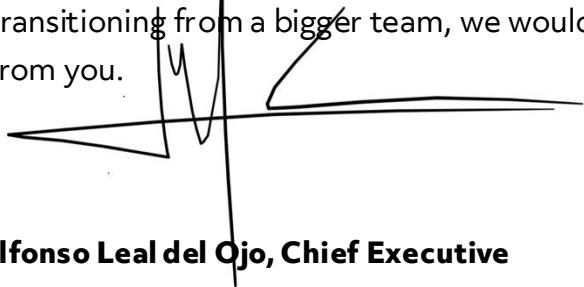


We are delighted you are considering joining The English Concert as our Head of Development. This pivotal leadership role offers an exciting opportunity to shape the future growth and sustainability of one of the world's leading chamber orchestras.

For over 50 years, The English Concert has been at the forefront of period instrument performance, acclaimed internationally for delivering exceptional musical experiences full of precision, passion, and innovation. You will have the chance to play a fundamental role in securing the philanthropic support and partnerships that allow our artistic vision to flourish.

As part of a small and close-knit team, you will work with the Chief Executive and Trustees to expand our prospect pipeline and build valuable relationships with supporters at all levels of giving. You will also contribute to our overall strategic branding, helping to define our position within the wider classical music landscape.

We are looking for a talented individual who takes initiative, brings excellent organisational and interpersonal skills, and has a passion for classical music and the performing arts that will inspire both existing and potential donors. If that is you, whether you are an experienced fundraising leader or transitioning from a bigger team, we would be excited to hear from you.

A handwritten signature in black ink, appearing to read 'Alfonso Leal del Ojo', written over a thin horizontal line.

Alfonso Leal del Ojo, Chief Executive



The Role



The Role

Job Title

Head of Development

Location

Office based at 240 High Holborn (London) at least three times a week. Very occasional national and international travel whilst the orchestra is touring may also be required.

Reports to

Chief Executive

Line management duties

Development and Events Officer

Key Relationships

Chief Executive

Artistic Director

Trustees

Existing and prospective donors

Orchestra Players and Guest artists

Purpose

We are looking for a dynamic and organised Head of Development to join our team at The English Concert.

Collaborating closely with the Chief Executive and Trustees, you will play a crucial role in driving the growth and sustainability of The English Concert by leading our fundraising efforts and building strong relationships with supporters across individuals, trust and foundations at all levels. As a skilled and proactive fundraiser, you will develop and implement strategies to secure vital philanthropic support, including for major initiatives like Handel for All.

Your exceptional communication and organisational skills will be essential in engaging donors, managing campaigns, and ensuring timely and personalised stewardship.

Join us in our mission to enrich lives through outstanding musical experiences and to build a bright future for The English Concert!

About The English Concert

We have been at the forefront of period instrument performance for over 50 years, gaining worldwide recognition as one of the greatest chamber orchestras. Led by the artistic direction of Harry Bicket and principal guest Kristian Bezuidenhout, we combine precision, delicacy, and beauty with urgency, passion, and fire, which has earned us a reputation for delivering exceptional musical experiences. Our collaboration with artistic partners such as Joyce DiDonato, Dame Sarah Connolly, Iestyn Davies, Trevor Pinnock, and others helps us to shape the way we perform and bring our music to life in new and innovative ways.

We tour annually across the USA, Asia, and Europe, while sustaining a busy UK diary that includes regular London appearances at prestigious venues such as Wigmore Hall, the Barbican Centre, and St Martin-in-the-Fields, as well as performances nationwide. Each summer, we undertake a six-week residency at Garsington Opera. Our long-running Handel opera projects feature annual appearances on major international stages, including Carnegie Hall, supported by our US partner, The English Concert in America (TECA).

Our flagship digital initiative, Handel for All, films and aims to release Handel's complete works free online, significantly growing our global audience, which now reaches 42,000 people monthly. Recent seasons have also included collaborations and dates with partners such as Wigmore Hall, Buxton Festival, Edinburgh International Festival, and the BBC Proms.

We invite you to join us in our mission to share our music-making, whether through live performances, recordings, or online. As a member of our team, you will have the opportunity to contribute to this legacy and help us build a new future for the orchestra.

Key Responsibilities



Responsibilities

Fundraising Strategy and Delivery

- Develop and implement an annual fundraising action plan encompassing individual giving, trusts and foundations, and public sector funding, including for major projects such as Handel for All.
- Meet agreed annual income targets across all fundraising streams, ensuring costs remain within budget.
- Innovate and introduce new fundraising approaches, producing compelling cases for support, tailored proposals, and timely impact reports to donors, trusts, and funders.
- Personally cultivate and solicit four, five and six figure gifts from individuals and funding bodies.

Communication, Events, and Reporting

- Draft and oversee the distribution of communications to supporters, including season announcements, updates, and invitations.
- Ensure timely submission of all funding and impact reports to donors, trusts, and public funding bodies.
- Support marketing efforts to keep The English Concert's fundraising information current on the website and social media channels.
- Take a proactive role in the delivery of engaging content that keeps supporters and donors informed and connected to The English Concert's work and impact.
- Contribute to TEC's overall brand positioning within the classical music sector

Responsibilities (continued)

Donor and Prospect Management

- Oversee a high-quality donor care programme that retains and grows support, delivering a range of benefits and personalised stewardship to maintain sustained giving.
- Maintain regular, personalised communication with current and prospective supporters to nurture relationships and encourage new or increased giving.
- Conduct research to identify and cultivate new prospects across individuals, trusts, and public funding sources and collaborate closely with Trustees and colleagues to convert prospect portfolios and contacts into active funders.
- Manage and attend a varied and engaging programme of cultivation and stewardship events, working in partnership with orchestra players, venues, and colleagues to maximise supporter engagement.

Monitoring and Data Management

- Monitor fundraising income and activities and report progress against KPIs to the Chief Executive and relevant committees.
- Ensure accurate maintenance of the CRM, recording all relevant information on donations, memberships, and prospects.
- Manage Gift Aid claims processing, ensuring full compliance with Gift Aid, data protection, and PCI regulations.

Other

- Effectively line manage Development and Events Officer
- Contribute to management of TEC's ongoing organisational strategy and priorities
- Support the Chief Executive as required

NB This task list does not cover all possible tasks and responsibilities

Person Specification

Essential

- In-depth understanding of fundraising, particularly within the cultural sector
- Experience of securing five and six figure gifts from individuals and funding bodies, including managing the process from cultivation to stewardship
- Ability to craft compelling narratives about the orchestra's work, for example when writing proposals, conversing with individual supporters, and reporting on impact to grant-makers
- Outstanding ability to communicate effectively with a wide variety of people, including senior-level prospects, donors and board members, leading to strong relationships and new, renewed, or increased giving
- Ability to prioritise and to work to tight deadlines, and a creative approach to resolving issues
- Proficient in using computer systems such as Word and Excel and able to quickly assimilate new processes and ways of working
- Experience of working with fundraising CRM, such as Salesforce, and thorough understanding of data protection and fundraising best practice
- Positive mindset and enthusiastic about contributing to the orchestra's success

Desirable

- An interest in classical music
- Broad understanding of issues and questions faced by the wider cultural sector

Information

Eligibility to Work

Applicants must have the legal right to work in the UK. If invited for an interview, you will be asked to provide your passport and any applicable visas or permits as proof of your eligibility to work in the UK. Additionally, candidates must be 18 years of age or older.

Equality

We are an equal opportunities employer and encourage applications from individuals who are suitably qualified for the position. Nevertheless, We encourage applications by people from ethnic minority backgrounds. Please note that all appointments will be made based on merit.

Terms



Salary

£45,00-£50,000, depending on experience.

This is a full-time position, but we will consider applications from highly experienced candidates seeking part-time work.

Working Hours

Core working hours are 9.30am to 5.30pm, Monday-Friday. The English Concert is situated at 240 High Holborn, London WC1V 7DN. Flexible work arrangements can be considered and are open for discussion.

Evening and weekend attendance at concerts and cultivation events is part of the role and time off in lieu will be agreed regularly as appropriate with the Chief Executive.

Annual Leave Entitlement

25 days a year plus public holidays.

The nature of the job may necessitate working on weekends and public holidays. If such circumstances arise, time off in lieu is granted in line with TEC's TOIL policy.

Pension

Statutory pension contributions. Employer 3%, Employee 5%.

How to apply

Applications should include:

- A curriculum vitae giving details of relevant achievements in recent posts as well as your education and professional qualifications.
- A covering letter that summarises your interest in this post, providing evidence of your ability to match the criteria outlined in the Person Specification.
- Details of your notice period, and the names and contact details of 2 referees, together with a brief statement of the capacity in which they have known you and an indication of when in the process they can be contacted.
- Telephone contact numbers (preferably mobile) which will be used with discretion.

Please visit

www.englishconcert.co.uk/about-us/vacancies/



Selection Process

	Date
Advertise	31 st October 2025
Closing date	28 th November 2025
Shortlist and invite candidates	1 st of December
Interviews	Week of the 1 st of December

Closing date for applications is 28th of November 2025 at 5pm.

Applicants who most closely fit our criteria will be short-listed and invited for interview on 1st of December.



Thank you

If you have any questions, please write to us

management@englishconcert.co.uk

www.englishconcert.co.uk

