



About English National Ballet (The Company)

English National Ballet (ENB/The Company) celebrates the tradition of great classical ballet while embracing change, evolving the art form for future generations and encouraging audiences to deepen their appreciation of it. We aim to take world-class ballet to as many people as possible wherever they are, whatever their means.

English National Ballet and English National Ballet School (a separately run charity), hold an important place in British ballet history. The Company was established in 1950 as 'Festival Ballet' (later London Festival Ballet) and committed to regular national touring following the Festival of Britain in the summer of 1951. In 1968 Beryl Grey became Artistic Director and, with legendary dancer Rudolf Nureyev choreographing successful new works, ambitions continued to grow.

We were the first British ballet company to establish an 'Education Unit' in 1980 and continue to place a deep value on creative learning and engagement today. In setting up English National Ballet School in 1988, we also signalled our commitment to finding and developing the very best talent.

In 2012, Tamara Rojo became ENB's Artistic Director and laid out her vision for the Company, which focuses on:

- excellence of the art form, and achieving this at every level;
- development of the art form. Giving everyone that participates – dancers, composers, choreographers – the opportunity to create new things in a curated and supportive environment;
- engagement with audiences – ticket-holders, programme participants, digital-viewers - through exceptional experiences.

This focus has raised the Company's public and critical profile as a world-class, innovative ballet Company that can make a significant, lasting contribution to ballet's role as a vital art form in a diverse, modern society.

This summer, ENB successfully made its transition to a new purpose-built home on London City Island, Canning Town (the cultural anchor of a new community) which officially opens in September 2019. These industry-leading new facilities revolutionise our ability to make and share work and specifically will:

- model to the industry a new way of creating ballet – one with creative collaboration, audience interaction and technical excellence at its core;
- enable a pipeline of new work to keep ballet exciting, challenging and relevant to modern audiences and artists;
- nurture the choreographers, dancers, musicians and arts professionals of the future by giving this talent space and resource to experiment, develop new work and learn from each other;
- deliver creative place-making and cultural engagement in our new local communities;
- use digital technology to best effect – to create content more efficiently and to archive for future generations.

The Fundraising Function at English National Ballet

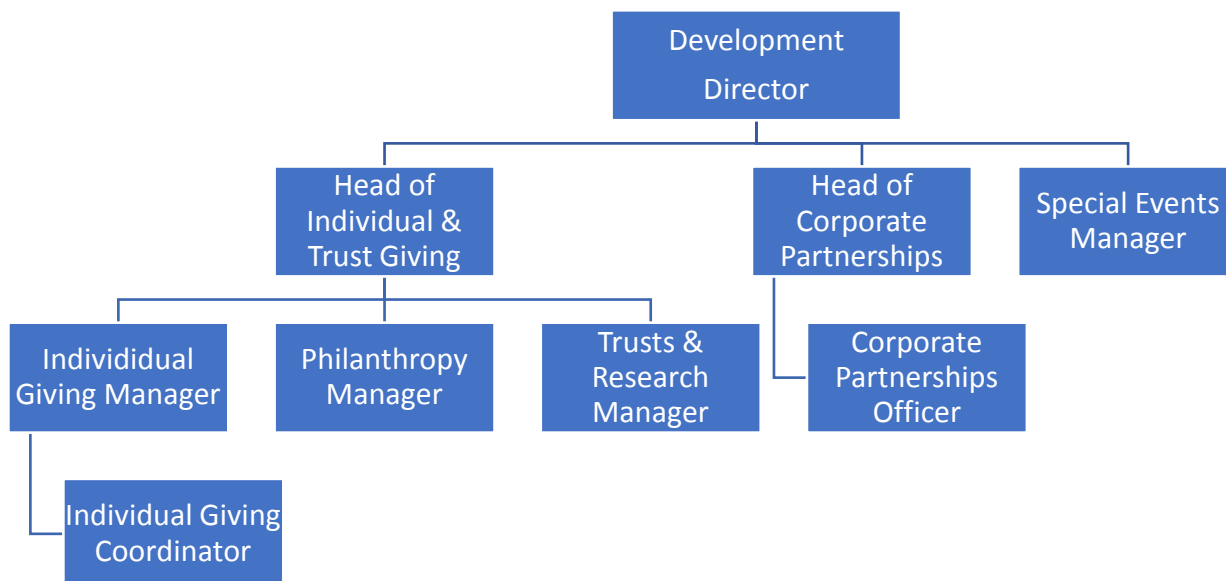
Fundraising has increased significantly in the last five years: ENB's donor-base and annual fundraising target has more than doubled in this time, set at £2.8 million in 2019/20. In addition, over £10 million been raised for the capital campaign, over and above revenue targets, which has also introduced new supporters, contributing to the Company for the first time. We have secured several new multi-year grants with charitable trusts supporting our engagement programmes in Tower Hamlets and Newham, and the Arts Council, Greater London Authority (GLA) and a diverse range of foundations and philanthropists have supported our Capital Campaign.

We are committed to:

- successfully concluding ENB's Capital Campaign and converting capital donors into regular future supporters;
- achieving fundraising income of +£2.8m per year net revenue and building on that year-on-year;
- maximising revenue from hiring out space within the building.

The first 2 commitments are managed by the Development Department (illustrated below), which comprises nine full-time, permanent staff, including the Development Director who is part of the Executive. The Development Director will from time to time work with consultants or volunteers on specific projects, for example, working with two special advisers currently on the Capital Campaign.

Development Department Organogram



Development is supported by several office volunteers and the whole team works closely with departments across the Company, including Events, Marketing and Communications, Engagement, Artistic and the Director's Office. They also have direct working relationships with the Board, Development Board and volunteer committees. Please see details of our Board [here](#).

Priority Deliverables for the Development Teams in 2019/2020

Each team within the Development department, have several key priorities to deliver for this financial year, which are detailed below:

Individual and Trust Giving;

Across the Individual and Trust Giving team, we aim to deliver the highest standards of stewardship and offer supporters access and insight to our work, which deepens their engagement and involvement with ENB. We have an established regular giving scheme and are building philanthropic support from major donors and charitable trusts across areas of the Company's work, including new work, costume, talent development, dancer wellbeing, engagement and digital. Closing the capital campaign and providing exceptional standards of stewardship for our capital supporters is a key priority.

ENB's Friends and Patrons programmes have grown considerably in recent years and provide opportunities for individuals to support from £60 up to £10,000 per year. We will be launching a production syndicate for Akram Khan's new production *Creature* and are building a circle of significant philanthropic support to realise the vision for this ambitious new work. ENB uses the Big Give and other opportunities within our programme to launch appeals, engaging a wider network with our work.

We continue to increase support from charitable trusts and foundations, which provides a particularly valuable contribution towards Engagement projects, including Dance for Parkinson's, ENBYouthCo and Dance Journeys.

Corporate Partnerships;

ENB's Corporate Partnerships team manages a range of partnerships with companies supporting the Company, from our Principal Partner NatWest to corporate members and in-kind sponsors. NatWest is in its second year as ENB's Principal Partner, working together to bring more communities together through increased access to world-class ballet. ENB has also launched a new partnership with Cunard and join them on-board Queen Mary 2 in August 2019.

The Company's move to London City Island brings us close to Canary Wharf and the City. The team is working with ENB's Board and Development Board to build new networks and identify prospects to expand our corporate partnership portfolio alongside developing assets for corporate partnerships across productions, digital, engagement and international touring.

Special Events - ENB's fundraising events including the Annual Gala;

A new Special Events Manager has been created in 2019/20 to manage ENB's fundraising events programme, specifically the Annual Gala which raised £320k in March 2019 with ambitions to grow this income further; the Nutcracker Gala, a biennial fundraiser in collaboration with Chelsea Ballet Schools; and developing new, creative ideas for special events from 2020 onwards utilising the unique spaces in our new home. Special Events is supported by established volunteer committees for both Galas.

Useful Information and The Application Process

If you have read this far, then we have retained your interest and end by providing a little more information about the role, signpost you to up to date content about English National Ballet and our financial position, and provide details of how we would like you to submit your interest for this role.

Job Description

Job Title:	Director of Development
Department:	Development
Reports to:	Executive Director
Liases with:	All Departments and external contacts at all levels

BACKGROUND AND CONTEXT

English National Ballet (ENB/the Company) exists to take world-class ballet to as many people as possible; delighting them with the traditional and inspiring them with the new. ENB's artistic output, reputation and ambition continues to grow rapidly and we have recently moved to a new purpose-built home on London City Island, Canning Town which will be shared with ENB School (a separately run charity), who join us in early 2020.

Our new building combines a unique production studio, modern training facilities, teaching and rehearsal studios, and spaces for the public to view our work, eat and drink in a state-of-the-art environment. The move provides the physical space we need to achieve our vision to be the country's most creative, diverse and exciting ballet company and puts the Company at the heart of East London's creative industries and infrastructure, enabling long term partnering opportunities with local artists, higher education organisations and corporates.

Fundraising has increased significantly in the last five years: ENB's donor-base has more than doubled and the capital campaign has introduced new supporters, contributing to the Company for the first time. In 2018/19 Development secured £2.4m in fundraising income and to-date over £10m has been raised for our capital campaign (over and above revenue targets).

ENB has secured several new multi-year grants with charitable trusts supporting our engagement programmes in Tower Hamlets and Newham, and the Arts Council, GLA and a diverse range of foundations and philanthropists have supported our capital campaign. We are committed to fundraise £3m per year net revenue to remain sustainable and will maximise revenue from hiring out space within the building.

PURPOSE OF THE ROLE

By supporting ENB's vision, the Director will create and grow a sustainable and innovative (globally reaching) mixed-fundraising model that incorporates a strong diversified portfolio to increase ENB's access to statutory/new funding and private investments (individual, corporates, trusts and foundations), whilst nurturing existing donors and HNWI relationships. The Director will provide strategic direction and leadership across all fundraising channels and deliver ethical fundraising strategies to enable ENB to meet (and wherever possible exceed) its fundraising targets. The Director will be instrumental in capitalising on our new asset, promoting a high-performance culture and support collaborative and integrated working across the Company.

KEY RESPONSIBILITIES

Strategy

1. Sustain, develop and manage a mixed-fundraising model with a strong diversified and growing portfolio of activity that achieves/surpasses revenue targets of at least £2.8m in 19/20 and grows net revenue year on year.
2. Successfully conclude ENB's Capital Campaign and convert capital donorship into regular future supporters.
3. Develop, drive and manage ENB's fundraising strategy to innovatively enter new markets (nationally and internationally) to capitalise on various income streams.
4. Craft and deliver engagement strategies, applications and presentations for potential major donors, individuals, companies and charitable foundations to ensure long-term support and growth in sustainable fundraising income.
5. Build excellent relationships with internal stakeholders to identify and package ENB's key fundraising assets (i.e. people, brand, subject matter expertise).
6. Work collaboratively with the Executive and Artistic Directors to align fundraising with the Company's strategic priorities and deliver plans and priorities to maximise fundraising.
7. Work collaboratively with Executive Director, Engagement Director and Director of Marketing and Communications to shape and implement an external relations strategy for ENB in East London.

Team Management

8. Line manage staff effectively to ensure sustainable delivery of targets and a whole team approach (including regular meetings, appraisals and formulating targets and development plans).
9. Delegate management responsibilities in actively building a professional, motivating, collaborative and capable culture, across the Development department.
10. Build a forward-looking culture within the team, which goes beyond year on year targets to focus on long-term vision and strategic priorities.

Senior Stakeholder Management

11. Build trust and confidence with the recently relaunched Development Board, engaging their support and advice on fundraising and partnership initiatives, providing regular reports on ENB's strategic approach and progress on fundraising and partnership development.
12. Work closely with the Chair, ENB Trustees, Development Board and volunteer committees to maximise potential and opportunity for major giving, corporate sponsorship and fundraising events.

Communications

13. Use high level interpersonal and communication skills on a regular basis to positively influence decision making by others, including colleagues across the Company, our Board, partners, supporters and potential supporters.
14. Participate as a member of the Executive Team and work collaboratively (avoiding silo practices) to drive forward initiatives that benefit ENB.

Finance and Compliance

15. Maintain a high level of understanding of financial targets in each area of fundraising, and strong liaison with the Chief Operating Officer (COO) to report on performance against budget, forecast and risk management.
16. Oversee the Development team's efficient and effective administration, accuracy and timeliness in administrative areas, including reclaiming of tax benefits (e.g. Gift Aid), ENB's customer relationship management system (Tessitura), GDPR and other compliance and contracting, post show settlements, collection of income and recharges etc.
17. Ensure the Development department proactively initiate guidance/best practice (in collaboration with appropriate colleagues) to mitigate against potential data breaches.

General

18. Undertake any other relevant duties that fall under the general scope of this role, as instructed by the Executive Director, Board or Development Board.
19. Participate in the provision of the safe working environment, adhering to the Company's health and safety policies at all times.

PERSON SPECIFICATION

Strategic Leadership and Stakeholder Relations

- Experience of successfully developing and delivering fundraising strategies that achieve and exceed targets, including leading varied fundraising and partner/donor retention strategies and programmes nationally and internationally
- Experienced in positively managing relationships and able to act as an ambassador for ENB to gain the confidence and respect of key stakeholders at every level
- Evidenced networking skills and portfolio to manage UHNWI relationships
- Proven leadership and management skills, with experience of managing and growing high performing teams that easily exceed targets within their respective customer portfolio
- Experienced in driving forward pragmatic resourcing and succession plans to develop, retain or attract talent within and into the Company.

Experience and Knowledge

- Demonstrable experience of working with corporate governance, Trustees and volunteer committees, preferably in the Arts
- Proven experience of successfully leading organisations to exceed agreed targets within in a mixed funding environment, maximising revenue and keeping donors satisfied and engaged with the Company
- Evidenced implementation of fundraising and compliance frameworks, including General Data Protection Regulations (GDPR) & Privacy and Electronics Communications and Regulations (PECR).

Communication and Interpersonal Skills

- Excellent written and verbal communication skills, with the ability to identify and articulate the Company's key fundraising assets in a persuasive and compelling way.
- Confidently manages complex situations and personalities with tactful diplomacy and discretion, communicating in a professional manner.
- Experienced networker with excellent social skills, adapting to and being empathetically understanding of their audience or environment always.
- Demonstrates being calm when under pressure and manages conflicting demands with a solutions focussed approach.

Mind Set

- Acute self-awareness and of others in a progressive and demanding arts and dance environment
- Performance driven with a professional and ethical approach in all aspects of your work as an ambassador for the Company
- Positive enthusiasm for ENB and the performing arts generally
- Gravitas and confidence to gain respect and credibility at all levels, both internally/across departments and external to the Company.

This job description is a guide to the nature of the work required of the prospective employee and does not form part of the contract of employment. It is neither wholly comprehensive nor restrictive and therefore does not preclude change or development that will inevitably be required in the future.

Salary

Competitive salary.

Hours of working

The nature of the Directors job is such that their working time is not measured or predetermined. The Director shall currently work the Company's business hours (10am to 6pm, Monday to Friday), with additional hours as may be necessary in the performance of the role.

Normal place of work

English National Ballet, 41 Hopewell Square, London E14 0QL.

How to apply

Please download and review the below listed documents and send your CV with a supporting statement to hr_recruitment@ballet.org.uk

Your supporting statement should:

- outline how you meet the criteria as detailed in the person specification
- include why you are interested in working for English National Ballet
- provide details of what you would bring to the Company
- state your salary expectations.

Documents to review

- Director of Development - Job Description (on pages 5-8 in this pack)
- ENB Annual Review 2017-2018
- ENB-Our Next Step brochure

Closing date for applications

9am, Tuesday 27 August 2019

Selection Process

1st stage interviews will be held week commencing 9 September 2019

2nd stage interviews will be held week commencing 16 and/or 23 September 2019