



Job Title: **Fundraising Director/COO**
Job location: London, UK
Reporting to: Chief Executive, UK

The Role

Sentebale seeks an ambitious, dynamic, experienced, proven income generator with strong management experience.

Reporting directly to the CEO, and a key member of the Senior Executive Team, you will be responsible and accountable for the overall leadership and implementation of an income generation strategy and the operational management of the UK office, including:

- Supporting the CEO in developing and implementing the organisation strategy, working closely with the Board and senior management team
- Managing and growing the income revenue from current level of £4m per annum
- Developing and implementing a significant growth strategy over the next three to five years including income generation in the UK, US and southern Africa for existing programmes and planned programme extensions
- Oversee the work of the London office, including communications, finance and administrative teams, in addition to the Fundraising team.

The current fundraising team includes a Fundraising Officer and a Team Assistant, as well as an Events Consultant.

In addition to the above core responsibilities, you will also:

- Report to the Board of Trustees on income generation progress and strategy
- Contribute to the charity's strategy and policy development.
- Maintain open and effective communication lines between the UK, Lesotho, Botswana and US offices
- Provide leadership to staff in London, Lesotho and Botswana, upholding the values and aims of the charity
- At every opportunity, act as an Ambassador for Sentebale, promoting our work with vulnerable children
- Any other duties as designated by the CEO and/or the Board, and commensurate with the post

Person Specification:

You will:

- be from an International Development, voluntary fundraising, financial services/investment, or marketing/sales background, with a proven track record of raising funds from a variety of sources and experience of working with high net worth individuals and high value brands
- have senior level management experience, including strategy development and implementation, financial and resource management
- have experience of drafting successful proposals and presenting these face-to-face to senior individuals; ability to build senior-level relationships with professionalism and gravitas
- have experience of budget development, control and presentation; strong analysis and report writing skills
- be proactive and prepared to take ownership of planning ahead at both strategic and operational level
- bring experience of staff management, within the context of a multi-cultural team and multiple locations
- understand and appreciate the geopolitical context and the issues relating to HIV/AIDS
- have a proactive, problem-solving, practical attitude/approach; willing to be hands-on
- be comfortable and professional in situations that require high levels of confidentiality or sensitivity
- show an ability to demonstrate personal resilience and self-motivation under difficult circumstances including high levels of personal drive and empathy with Sentebale's aims and values
- possess excellent interpersonal and communication skills, combining a sensitive approach with strong networking/advocacy skills

Additional Information:

Hours of Work: Full-time; Monday-Friday (core office hours of 9-5.30pm)
Location: London, occasional international travel required
Paid Leave: 25 days, plus bank holidays
Salary: Salary competitive, based on experience
Reward package includes generous pension

Closing date: Friday 27th October

To apply, please send a CV and covering letter to kirsten.borst@sentebale.org

Background to Sentebale

OUR VISION

To work in partnership to positively transform the lives of the world's most vulnerable children.

OUR MISSION

To become the leading organisation in the provision of psychosocial support for children living with HIV in southern Africa.

The Board of Trustees have recently agreed the strategic plan for Sentebale, to expand our work into five southern African countries by 2020, and we therefore need to significantly increase our income in order to deliver these exciting plans.

For more information on Sentebale, please see our website www.sentebale.org