

Job Description

Senior Major Gifts Manager



About JW3

JW3 is the only Jewish Community Centre of its kind in the UK, serving as a dynamic, cross-communal hub for Jewish arts, culture, education, and social action.

JW3's purpose-built venue in north London opened in 2013 and plays host to over 150 events and activities every week including adult education, language classes, theatre and live music performances, youth activities, film screenings, family events, seasonal installations, social impact projects and volunteering projects.

Our Vision

A vibrant, diverse, unified Jewish community, engaged with Jewish life and actively contributing to wider society.

Our Mission

To create open and welcoming Jewish spaces that bring different people together, strengthen identities, and build community through arts, culture, education, and social action.

Our Values

Six values shape our culture, guide how we behave and inform our decision-making. They are at the heart of the way we work, driving how we act as individuals and as an organisation.

- **Community**
- **Inclusivity**
- **Loving Kindness**
- **Creativity**
- **Collaboration**
- **Leading by Example**

JW3 Development is a registered charity, the purpose of which is to raise funds to support the charitable work of the JW3 Trust.

Message from the CEO

Thank you for your interest in joining JW3.

JW3 is the first and only inclusive Jewish Community Centre and cultural venue of its kind to exist in the UK. The brainchild of Dame Vivien Duffield DBE, the centre opened on Finchley Road, NW3 in October 2013, and has since become known as the home for Jewish culture and conversation.

Over the past two years, the critical need for our services, our programmes and our voice has reached unprecedented levels. In response, we have doubled down on our efforts to build community and to model the values of openness, tolerance and respect for which we have become known.

This year we need to raise £2.9m to support our charitable work. This work impacts on the lives of thousands of people every week who engage in our wide range of classes, courses, events and programmes for all ages; as well as on those who benefit from our social action initiatives including the JW3 Foodbank.

And we want to do so much more. This new role is pivotal to the delivery of our 2023-2028 strategy and our ambitious target to raise over £3.5m annually by 2028. This ambitious trajectory will enable us to bring even more people together across divides, increase our reach and amplify our impact.

This is an exciting hands-on position as part of a dynamic and hard-working team where you will be actively involved in all aspects of high value fundraising. For this mission-critical role, we want to meet experienced candidates who are excited to help develop our philanthropy strategy to the next level, and who passionately share both our vision, and our ambition to further increase the impact that JW3 makes on the Jewish community and wider society, at a time where it is needed more than ever.

We look forward to hearing from you.

Raymond Simonson
CEO, JW3

About the Role

HOURS: Full time, 37.5 hours per week (scope for 0.8 FTE)

REPORTING TO: Fundraising Director

SALARY: Circa £55,000 per annum

LOCATION: London, NW3 / Hybrid

Purpose of Role

Over the next five years, we need to substantially grow our fundraising income (currently £2.7m+/annum). The biggest single driver of this is expected to be increased giving from individual HNW donors. To enable this —and to fully leverage both new opportunities and the capacity of existing relationships— this senior fundraising role is crucial. Supported by the Fundraising Director, the Senior Major Gifts Manager will be responsible for maximising long-term philanthropic engagement with both new and existing donors, focusing particularly on those capable of giving £10k-£50k. They will develop and manage effective relationships with a portfolio of individuals, their families and (where relevant) advisors, collaborating with the Fundraising Director, Development Board, Trustees and other volunteers.

This role offers an excellent opportunity to build and own a programme, lead on high-opportunity relationships and work closely with senior volunteers. The post-holder will be able to utilise JW3's year-round calendar of cultural and educational programmes to support donor cultivation. They will also have responsibility for one of JW3's flagship donor-focused events (an industry sector breakfast and a Gala dinner), both well-established as income-generators.



Key Responsibilities

- Develop and implement a strategy for maximising giving from those capable of giving at the £10,000-£50,000 level, spanning new, lapsed and active donors.
- Build effective individual relationships with new and prospective supporters and facilitate their engagement with JW3's events, programmes and leadership.
- Personally solicit gifts from those capable of giving £10,000-£50,000 (both verbally and through written proposals) and support lay and professional leadership to also ask for these donations.
- Lead the design and delivery of at least one major income-generating event (e.g. breakfast or dinner) in each annual cycle.
- Identify new prospective donors through desk research, data review and engagement with Trustees and volunteers.
- Provide effective stewardship to existing donors at the £10,000-£50,000 level.
- Collaborate effectively with colleagues working on Trusts & Foundations and Individual Giving to maximise opportunities and synergies across different income sources and gift levels.
- Maintain and utilise fundraising records to drive decision-making at both an individual donor and programme level.
- Act as an internal champion and (where appropriate) expert on best practice in both the practice and the ethics of major gift fundraising.
- Represent JW3 externally, communicating the vision, values and case for support to the wider community at appropriate external forums.

Person Specification

Essential Skills & Experience

- Extensive experience of personally cultivating, soliciting and closing gifts at the five figure level
- Experience of supporting senior leadership (lay and professional) to solicit gifts
- Experience of identifying and engaging new major gift/donors and building and managing a gift pipeline
- Experience of writing high-quality, bespoke proposal and reports for major gift donors
- Track record of meeting and exceeding fundraising targets
- Experience of personally delivering high-quality stewardship
- Highly developed oral communication skills
- Very strong written communication skills, including the ability to draft substantive, high-quality donor proposals and reports
- Ability to influence and advocate with senior professionals, lay leaders and donors
- Excellent attention to detail
- Highly organised, with a methodical approach to structuring and delivering work
- Ability to navigate competing priorities and manage time-sensitive issues in a calm, professional manner.
- Demonstrable understanding of how to operate in compliance with GDPR and other relevant legal and ethical frameworks.
- Self-sufficient in use of key software and systems (e.g., Microsoft Office suite; CRMs)

Person Specification

Desirable Skills & Experience

- Experience of working with trustees and volunteer boards/members to advance fundraising programmes (e.g., events and/or campaigns) and specific donor relationships
- Fundraising experience in a cultural and/or Jewish organisation
- Track record of leading the development and execution of fundraising events

Personal Qualities

- Approachable and able to engage positively with others, building and maintaining strong working relationships
- An affinity with JW3's vision and mission
- A proactive and flexible approach to their work

How to Apply

Please send your cover letter and CV to:

David Goldberg | david@goldbergconsulting.co.uk



This role description is not exhaustive or all encompassing. Certain elements of the role may change from time to time, without altering the core premise of the role or the level of responsibility involved. This information will be reviewed and updated as and when appropriate, in consultation with the post holder, to reflect appropriate changes.

JW3 Development is a registered charity, no.1156248. company no. 08747913 (England and Wales). JW3 Trust Ltd is a registered charity, no. 1117644. JW3 Trading Ltd, registered company no. 7686352 (England and Wales), is a wholly owned subsidiary of JW3 Trust Ltd. at 341-351 Finchley Road London NW3 6ET.

