

# FOREWORD

Thank you for taking the time to look at our job pack. I hope you like what you read and feel inspired to consider joining our friendly, welcoming team as Senior Global Philanthropy Manager.

This is a hugely exciting time for the University of Southampton and especially for the Office of Development and Alumni Relations (ODAR). Our President and Vice-Chancellor joined in 2019 and launched an ambitious and focused strategy that knits together three primary objectives for our community: research, education and enterprise, with a strong focus on engaging with our wider community to create impact both locally and globally.

To help deliver these aspirations, the ODAR has received significant investment to grow our team. There are now almost 60 of us gearing up to deliver the University's first ever comprehensive campaign. This will see us looking to raise £100m over the next decade for a range of projects that will truly change the world for the better.

In ODAR we believe passionately in the power of philanthropy and take great pride in the role we play in helping to connect generous alumni and supporters with programmes that inspire them. We believe that philanthropy should be enjoyable and fun and that our donors should really enjoy the experience of engaging with our brilliant academics and students.

The Senior Global Philanthropy Manager is a brand new position that reflects our ambition to significantly grow our networks around the world and establish meaningful partnerships with high net worth individuals and organisations. The successful candidate will have an opportunity to connect with alumni and other strategic partners in our priority regions and, importantly, develop new relationships. We will be looking for you to use your experience and initiative to do this and you will be supported by a well established Operations team in Southampton.

I know that moving jobs is a big decision and I'd be more than happy to chat to you before you apply. I've been at Southampton for 20 years <gulp!> and absolutely love it here. I feel very lucky to work in a beautiful part of the world, for a top quality organisation and with people who make me laugh every day. If you have the skills, energy and commitment to join us, we'd be delighted to hear from you.

With warmest wishes, Katherine

#### Katherine de Retuerto

Associate Director of Development K.A.deRetuerto@soton.ac.uk 07789947749

Current Opportunities









#### Together we advance

Working collaboratively to make a real impact on society's biggest challenges.

Page 4

#### **Our values**

Activities underpinned by the values determined by our University community.

Page 6

# Equality, diversity and inclusion

It matters to us in all that we do.

Page 8

# Overview of Development at the University

Page 10

#### Role of the Senior Global Philanthropy Manager

Position description and candidate profile.

Page 12

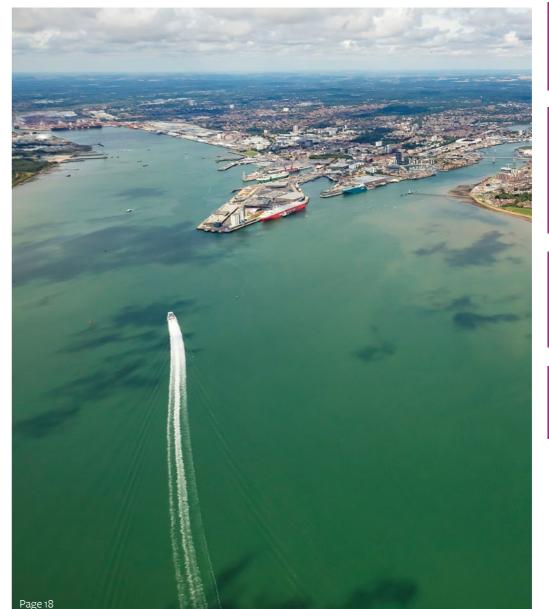
#### Our campuses

Southampton's world-leading facilities

Page 16

## The University and its region

Page 18





# OUR VALUES

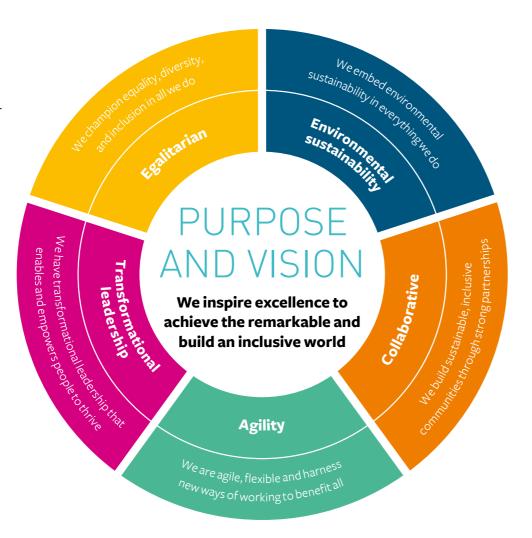
Our values provide the lens through which we make decisions, guiding our actions, collective behaviours and systems.

They are integral to our purpose of building an inclusive community that makes positive change.

We are ambitious, both personally and institutionally, which requires us to be collaborative and collegial.

As a community of talented individuals, our systems need to enable and empower us. Our community upholds academic freedom and develops through constructive, civil debate.

Ensuring different views are heard allows us to make the best decisions.



# People are at the core of our Triple Helix



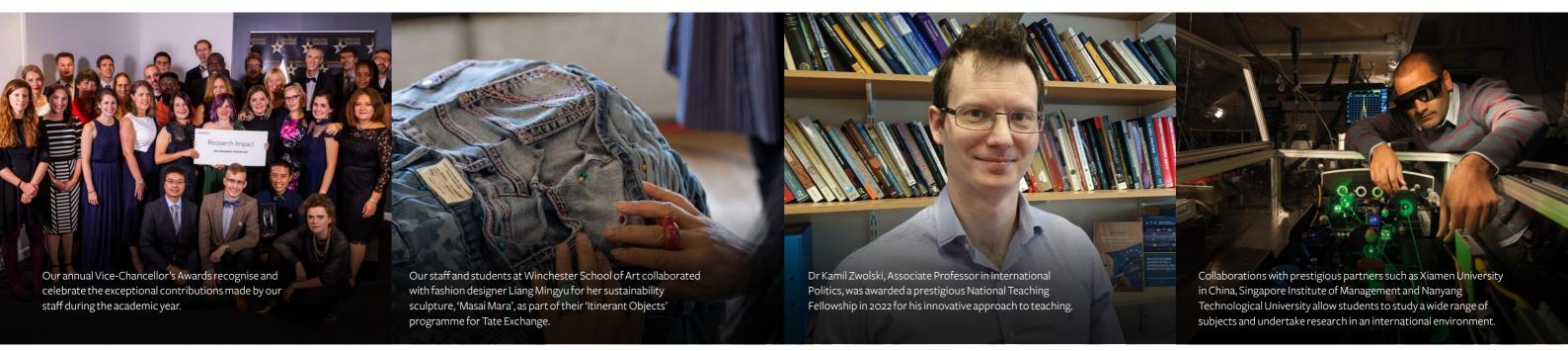
7

Our highly-ranked **education**, **research** and **knowledge exchange and enterprise (KEE)** are already distinctively intertwined.

By strengthening and increasing these links, our Triple Helix approach will achieve greater impact and accelerate new ways to tackle the world's most complex problems.

This scaling up is a challenging goal we commit to achieve; its reach and ambition sets us apart.

#### Our values in action



6

# EQUALITY, DIVERSITY AND INCLUSION

#### It matters to us in all that we do.

At the University of Southampton, we believe that we can only truly play our part in supporting society if we are reflective of society. We are therefore passionate about creating a working environment in which you are free to bring your whole self to work.

We are focused on creating supportive workplaces for all where discrimination has no place. The way in which you choose to live your life has no bearing on your ability to do your job. Likewise, age, gender, disability, sexual orientation, religion, social background, ethnicity or any other identifying factor will never be a consideration here. Instead, we are determined to always treat our staff equally, fairly and with respect.

We welcome people from all walks of life, and as such, we champion a uniquely diverse working environment in which every colleague is able to excel, regardless of their background or their life choices. Quite simply, we want to attract likeminded people to our team – people who care about the world, and who share our passion for creating an innovative and forward-thinking learning and research environment.

We are proud to support many staff and student networks, and we encourage these groups to get involved in helping us create a forward-thinking and desirable workplace. We are a Stonewall Diversity Champion and we are immensely proud to have our institutional Athena SWAN silver award renewed, which underpins our pledge to improve equality for women. We are also delighted to have received the Race Equality Charter bronze award from Advance HE, which recognises that we have a solid foundation for eliminating racial inequalities and developing an inclusive culture that values all staff and students.

We also support flexible working and are proud of our open and supportive working environment; with options such as job shares available, we ensure opportunities are equal and focused on the needs of our colleagues. We know that change and improvement is a continual process, and our community is a big part of this, so we always want to hear from our staff about how we can create the best possible working experience.



# DEVELOPMENT AT SOUTHAMPTON

At the University of Southampton, we want to change the world for the better by bringing together academic research, creativity and knowledge. We care about the challenges humanity faces and work to support others on a local and global scale.

In the Office of Development & Alumni Relations (ODAR), our job is to galvanise our community to solve these challenges and to make a difference. We are a positive, highachieving team and we are excited to be on the cusp of launching the University's biggest ever fundraising and engagement campaign.

Our team is made up of people with intellectual curiosity and creative ideas, who are enthusiastic about our mission. This new role is open to people with direct experience or transferable skills and the interest and drive to take on a new challenge. We are actively determined to welcome a diverse group of colleagues into our inclusive team. Every day will be different, you will meet incredible people and the rewards will be huge.

Imagine fundraising for medical technologies that could cure cancer or dementia. Or funding scholarships and bursaries that enable talented students to gain the most from their University experience. Or connecting with alumniand supporters around the world, reawakening important friendships and partnerships. That could be you if you join our team.

#### **About us**

Our mission: To engage and grow Southampton's alumni and supporter community through philanthropy, giving time/ expertise and reputation raising to help achieve the University's strategic aspirations.

Our vision: all Southampton alumni and supporters are engaged in meaningful partnerships that benefit the University.

Our team works collaboratively and we are structured in three strands:

- Alumniand Supporter Engagement (Communications, Events, Volunteering and Direct Marketing Fundraising)
- Development Services (Operations, Data

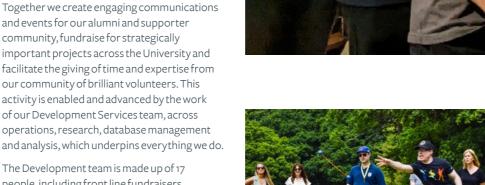
- and Analytics and Prospect Research & Management)
- Development (Major and Special Gift Fundraising, Donor Relations, Trusts and Foundations and Legacy Giving).

and events for our alumniand supporter community, fundraise for strategically important projects across the University and facilitate the giving of time and expertise from our community of brilliant volunteers. This activity is enabled and advanced by the work of our Development Services team, across operations, research, database management and analysis, which underpins everything we do.

people, including front line fundraisers working with alumniand supporters to secure major and principle gifts, a Donor Relations team, responsible for donor care and impact reporting, a Trusts and Foundations Manager, a Legacy Manager and two colleagues who coordinate community fundraising for our vision research team.

Our work is varied and interesting and focussed around strategic priorities that we set together as a team. In the last year we hit our third highest ever fundraising total and exceeded our volunteering targets. We have undertaken a lot of planning for the upcoming campaign and also celebrated some fantastic milestones:

- 5 years since we successfully raised £25m to build the Centre for Cancer Immunology
- More than £1m raised for our award winning Ignite scholarship programme
- A seven figure gift for a project focussing on climate change
- The start of a clinical trial in food allergies funded by a £2.2m philanthropic gift
- The first £1m for our new Institute for Medical Innovation



ODAR Sports Day 2022



University Staff Party 2022

In 2024 we will be launching the University's first ever comprehensive campaign, looking to raise £100m over the next decade. It is hugely ambitious but we are excited for the challenge. Our vision is to drive a transformational step-change in **giving** and ultimately create an increased and enduring base of support for our life-changing research, education and enterprise.

We are starting with three inspirational lead

- A new state-of-the-art Institute for Medical Innovation will be situated at the University Hospital Southampton site, bringing together the brightest minds from across the University to tackle the greatest health challenges of the future, driving innovation and speeding the transfer of novel ideas into new interventions, from bench to bedside. Our fundraising target is £50m over the next
- The Ignite Programme supports students from underrepresented backgrounds to make the most of their studies, through scholarships, bursaries, and engagement activity. Already supported through fundraising, the Campaign presents a key opportunity to grow this ground-breaking

- support more disadvantaged students across
- Presidential Scholarships provide outstanding research students from around the world the opportunity to undertake doctoral study in their chosen field. Working under the guidance of a distinguished research supervisor at Southampton, successful presidential scholars will receive support for their fees and a stipend to help their living costs for the duration of their

The Senior Global Philanthropy Manager will have the autonomy to create and pursue new opportunities around the world. We already have groups of highly engaged alumni in key locations but there is also vast untapped potential. The Prospect Development team will provide market insight on priority regions and you will also be encouraged to identify new leads by developing partnerships on the ground, earning the trust of local advocates and working with academic leaders who have useful connections internationally. This role will bring enormous benefit to our Fundraising portfolio and offers a varied and rewarding opportunity for someone who is pro-active, dynamic and ready for an adventure!



For an informal conversation do please contact Katherine de Retuerto, Associate Director, Development by email K.A.deRetuerto@soton.ac.ukorby phone on +44 (o)7789 947749.

Applications, by letter and CV, to be submitted via the University of Southampton's job site

For more information, see <u>here</u>.

Closing date for applications will be Thursday 28 September 2023.

Interviews are scheduled to take place in person on Monday og October 2023 on Highfield Campus at the University of Southampton.

An alumni meet up in Mumbai - our alumni community spans the globe and sector-leading programme and to **Looking ahead** 

their complete academic careers.

# ROLE OF THE SENIOR GLOBAL PHILANTHROPY MANAGER

#### About the role

The purpose of this role is to work independently in order to generate significant philanthropic income at principal (£1 million+) and higher-end major gift (£25k+) level, by playing a leading role in achieving high quality international partnerships in support of University fundraising priorities.

We would expect you to provide strategic planning and direction and deliver activity to drive increased and improved development opportunities with international alumni and supporters and charitable organisations in key priority regions internally. This would include identifying and qualifying new prospects through new and existing networks in priority regions and by managing an existing portfolio of prospects and donors based overseas.

This is a senior role and as such, you would often be expected to represent the Development team and the University at the highest level internally and externally, in one to one meetings and at events.

This new role will require a high level of proactivity and a willingness to work flexibly. Once induction is complete, there will be an expectation for international travel on a regular basis, sometimes independently and sometimes with a University delegation or small group of colleagues. This is likely to be between 6 and 8 international trips per year, each typically between 5-and 14-days duration. This will mean spending around 10 weeks overseas annually in agreed priority markets, often long-haul destinations.

#### Fundraising (60%)

- Use professional knowledge and experience in fundraising to actively manage and develop a portfolio of prospective and existing principal and major gift donors

   these will be mainly, if not wholly, based overseas.
- Ensure frequent, proactive and reactive, personalised contact with prospective and current supporters – individuals and organisations - to initiate and build strong relationships to secure large donations (5,6 and 7 figures).

- Plan, organise and deliver a range of international trips each year, meeting with prospects and donors and pro-actively developing new networks in priority regions whilst also making the most of engagement and stewardship opportunities provided by other ODAR (and wider University) activity.
- Understand and use data insight to inform your strategy for cultivating individuals in your portfolio, forecast income and manage a pipeline of supporters in an efficient, impactful way.
- Set, monitor and achieve monthly and annual targets on deliverable outcomes relating to strategic prospect contacts, solicitations and income generated, as agreed with the Associate Director of Development.
- Devise, develop and deliver bespoke stewardship plans for donors within your portfolio, in consultation with the Donor Relations team.

# Strategic Management – resource and people management (30%)

- Provide strategic management and leadership for the international fundraising plan, using experience and insight, desk based research and the advice of peers.
- Work closely with colleagues across the University who are focused on delivering the International Strategic plan, to maximize engagement, cultivation and stewardship opportunities in priority regions.
- Play an active role in planning, preparation and delivery of the Campaign for Southampton, recognising and encouraging the significant role played by our international alumni and supporters in achieving our goals
- Take an active role in planning resource and managing budget for this area of activity, providing timely, relevant management information to the Associate Director of Development.
- Specifically, ensure effective liaison with the Engagement Manager (International and Notables) to ensure an integrated approach to relationships with potential international major donors.

- Act as a senior member of ODAR, progressing team-wide strategic goals and supporting colleagues across the team. Deputise for leadership when required.
- Use professional expertise and judgement to advise, coach, brief and task University Leadership, senior members of the academic community and senior volunteers to plan, co-ordinate and execute approaches to and solicitation of prospective major donors. This will require high levels of tact and significant ability to influence beyond authority.

#### Peer interaction (5%)

- Seek out, build and maintain strong relationships with peers from both UK and universities around the globe who focus on international development opportunities.
- Ensure continued specialist and current knowledge in development and alumni relations with active connections to peers in the sector or other relevant industries.
- Maintain professional links with peer institutions and CASE, regularly connecting with colleagues in the HE in the UK and internationally, making the most of networking and presentation opportunities to gather and share best practice

And of course, any other duties as allocated by the line manager following consultation with the post holder (5%).

# CANDIDATE PROFILE

#### About you

We're looking for someone proactive, motivated and passionate about the cause. Someone who loves meeting new people, travelling to new places and is driven by the impact philanthropy can have. You don't need to have a background in international fundraising, we would welcome applications from people with transferable skills who feel they could succeed in the role. We will fully support your induction and ensure you have clear direction and appropriate resources and you will then have autonomy to use your ideas to shape the strategic direction of the programme.

## Qualifications, knowledge and experience

#### Essential

- Skill level equivalent to achievement of a professional qualification OR relevant work experience
- Proven experience of developing partnerships and securing 5 and 6-figure income through direct fundraising or related industry experience.
- Experience of managing multiple stakeholders to achieve project outcomes.
- Able to apply experience and awareness of the principles and trends within fundraising and advancement.

#### Desirable

- Results oriented
- Able to appreciate University priorities and cultures and to apply these in managing outcomes.
- Experience of working in international markets and travelling for work.

#### Planning and organising

#### Essential

- Well organised and self-motivated, able to independently organise own workload and prioritise multiple tasks.
- Excellent at working to tight deadlines.
- Able to plan and manage new projects or new activities, ensuring plans complement broader operational strategy.
- Able to adapt to changing circumstances and remain focussed on priorities.

#### **Problem solving and initiative**

#### Essential

- Intellectually curious and willing to understand and interpret complex projects.
- Able to develop understanding of longstanding and complex problems and to apply professional knowledge and experience to solve them.
- Able to recognise the impact of own activities on the workload of others.
- Desirable:
- Able to identify broad trends within different contexts to assess complex issues.
- Able to apply originality in modifying existing approaches to solve problems.

#### Management and teamwork

#### **Fssential**

- Able to delegate effectively, understanding the strengths and weaknesses of team members and colleagues to deliver effective outcomes
- Able to provide expert guidance and advice to colleagues to resolve complex problems.
- Able to proactively work with colleagues in other work areas to achieve outcomes.

#### **Communicating and influencing**

#### Essential

- Able to persuade and influence in order to foster and maintain quality relationships.
- Outstanding written communication and excellent oral communication skills, demonstrating honesty and integrity in all interactions.
- Able to offer appropriate proactive advice and guidance on specialist procedures with confidence.
- Able to deal with sensitive information with integrity and in a confidential manner.

#### Desirable

- Able to resolve tensions and difficulties as they arise.
- Experience of presenting complex information clearly to groups of people.

#### Other skills and behaviours

#### **Essential**

- Experience of demonstrating the behaviours and approach to work expected by the University's Equality, Diversity and Inclusion strategy: https://www.southampton.ac.uk/ diversity/our-commitment/index.page
- Experience of demonstrating an approach to work as detailed in the Southampton Behaviours: https://www.southampton.ac.uk/~assets/doc/hr/Southampton%20 Behaviours.pdf

#### **Desirable**

• Able to think creatively to find solutions to key issues of University importance.

#### **Special requirements**

#### **Essential**

• Willing to work flexibly and travel internationally with regularity.

#### Who you will be working with

- Director and staff within the Office of Development & Alumni Relations, especially the Alumni and Supporter Engagement Manager (Notables and International).
- Vice-Chancellor, Senior Management, Deans of Faculty, Schools and Professional Services at all levels
- Donors and prospective supporters (including alumni) of the University.
- University Council
- The University International Office
- Students of the University, particularly those impacted by our fundraising.
- Alumni, parents or other relatives of former or current students, and other supporters of the University – many of whom hold senior influential positions.
- Key decision-making and influential individuals with links to other individuals, charitable trusts, foundations, statutory funders and companies.
- Current and prospective volunteers.
- Internal and external suppliers.

13



Southampton is ranked

**81st** 

in the world1



Received **£114.7m** in research grant and contracts income in 2021/22<sup>2</sup>



92% our research has been

of our research has been classed as world leading or internationally excellent<sup>3</sup>



Engaged in research with over

700 overseas partners



We attract highquality students from over 130

countries

Overall student satisfaction at Southampton is **significantly ahead of the sector** and is a strong performance against our competitor set, the Russell Group, and the sector<sup>4</sup>



A founding member of the Russell Group of 24 major research-intensive universities in the UK



Founding member of the Worldwide Universities Network

We have over

24,000 students, including more than 9,000

international students



£4.14bn

of economic impact across the UK in 2020/21<sup>7</sup>

Ranked 16th

Our 265,000 alumni community spans over

190 countries



We employ over 6,500 staff

### Very strong

performance in the first KEF exercise<sup>6</sup>



Our income exceeded £673m in the 2021/22 financial year<sup>2</sup>

- 1 QS World University Rankings, 2024
- 2 University of Southampton Financial Report, 2021/22
- 3 Research Excellence Framework, 2021
- 4 National Student Survey (NSS), 2022
- 5 The Complete University Guide, 2024
- 6 Performing at or above the cluster average across every perspective
- 7 The economic and social impact of the University of Southampton, London Economics, 2022



Over the next decade, we plan to invest over

£300m
in our infrastructure
and facilities



At any one time we are working with over

1,000

external organisations around the globe

# **OUR CAMPUSES**

We have five campuses in Southampton, one in Winchester and one in Malaysia. Each has its own personality, world-leading facilities and specialisms.

#### **Highfield Campus**

Our main campus, Highfield, is the largest of our campuses, and the heart of the University. It is home to many of our state-of-the-art research and teaching facilities, and combines a lively and exciting atmosphere with calm, green surroundings.

With cafes, shops, concert halls, gyms and even a student cinema alongside academic facilities, Highfield is a hub of activity.

This is also where we are planning significant improvements to our student sports facilities, including a major expansion of the popular Jubilee Sports Centre.

# University Hospital Southampton NHS Foundation Trust (UHS)

UHS is the main site for the study of medicine and healthcare. It hosts a purpose-built research hub, and is also home to the University's dedicated Centre for Cancer Immunology – the first of its kind in the UK. This site will soon see the development of a new medical health research building.

#### **Boldrewood Innovation Campus**

Boldrewood is the base for engineering studies and research. Facilities include laboratories for studying unmanned aerial vehicles (UAVs), fluid dynamics and high-performance sports, a driving simulator, flight simulators, design studios, a 138m towing tank and our £48m National Infrastructure Laboratory (NIL). The NIL houses five new engineering laboratories, including a 30m x 15m large structures testing laboratory and a cutting-edge geotechnical centrifuge.

## National Oceanography Centre Southampton (NOCS)

Our unique waterfront campus, based at NOCS, is one of the world's leading research centres for the study of ocean and Earth science, with facilities including the Coral Reef Laboratory, a multi-use research aquarium, our 19.75m purpose-built catamaran and the National Oceanographic Library.

With 200m of access to the waterfront, the campus is also the operational base for the Natural Environment Research Council's (NERC) UK fleet of deep-sea research vessels, giving us unique access to research cruises all over the world.

#### **Avenue Campus**

Just a few minutes' walk from Highfield, and on the edge of Southampton Common, Avenue Campus is the base for our humanities subjects. Avenue has its own lecture theatres and catering facilities, plus a purpose-built £3m archaeology building and a new interactive digital humanities hub.

#### Southampton city centre

In the heart of the Cultural Quarter in the city centre, our Sir James Matthews Building offers updated teaching and learning spaces alongside facilities for meeting local and regional civic partners. The Building also includes a student enterprise zone and an artisan cafe.

A short walk across Guildhall Square from the Sir James Matthews Building is the University's John Hansard Gallery, one of the UK's leading contemporary art galleries, which plays a dynamic role in the cultural life of Southampton and the region.

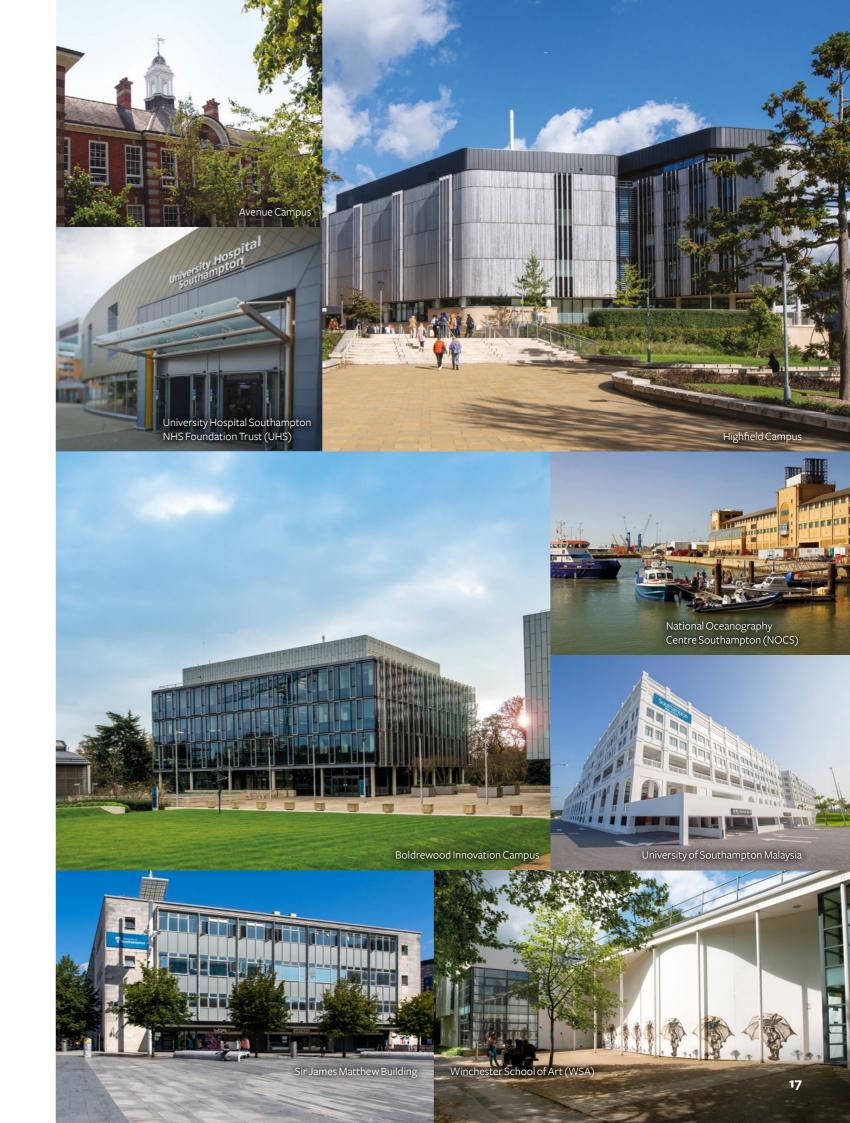
#### Winchester School of Art (WSA)

Based in the historic city of Winchester, our specialist arts campus is home to a vibrant community of over 1,300 art and design students. With creative ambition at its core, WSA offers cutting-edge resources and facilities including specialist computer suites, photography studios, laser cutting, 3D printing and more.

The University is planning to expand its presence in Winchester, with an exciting opportunity from Winchester City Council.

## University of Southampton Malaysia

In 2021, we relocated our campus in Malaysia to a brand new estate with state-of-the-art laboratories, upgraded facilities, and improved learning and recreational spaces.





The University's core purpose and vision is to inspire excellence to achieve the remarkable and build an inclusive world, and our partners in the city play a vital role in helping us in this.

Our foundations and heritage make the University a gateway to the world and our Strategy emphasises our commitment to 'place' and being a civic university. We are deeply committed to Southampton as a city of culture and across the region will further develop our civic role of making a positive impact.

Being a civic university allows us to rethink how we contribute to our region, so that civic engagement can become hardwired into institutional culture.

Articulation of the benefit the University brings to the region through the productive relationships we have with local and regional government, will help mobilise a community of supporters to benefit all communities. Over 50 per cent of our UK-based alumni (over 80,000 people) live within 50 miles of the University alongside 'friends' who support us philanthropically and through collaboration.

Underpinned by the four pillars of the Civic Charter – Place, People, Partnerships and Impact – we will work together with our friends and civic partnerships to improve the lives and environment of people across diverse communities in a just and responsible way. The University will become a truly integrated part of its local communities.

#### **Southampton**

Southampton is a fantastic place in which to live, work and socialise. Regardless of what life stage you are at, you will find a dynamic and vibrant city that caters for all. With an enviable location on the coast, yet just over an hour from London, the region combines incredible natural beauty with a thriving social scene – making it a desirable place to live! As an ethnically rich city that is growing rapidly, Southampton is benefitting from considerable investments in the region.

The city centre is currently thriving thanks to over £600m of regeneration plans and projects, including the historic Bargate Quarter, with new hotels, homes and transport links. This is a city of growth and transformation, and it is an exciting time to be here.

There is something for everyone in Southampton and the surrounding areas. For outdoor enthusiasts, water sports, sailing and ocean racing are easily available, while the beautiful New Forest National Park is just 30 minutes away. With many excellent local schools and nurseries, families will find a fantastic quality of life, while there's a thriving LGBTQ+ social scene. Multiple faiths are celebrated in the city, and the rich cultural heritage of Winchester is just on our doorstep.

#### Winchester

On the edge of the South Downs National Park, England's ancient capital, Winchester, is steeped in history and is complemented by a lively atmosphere and a wide variety of pubs and restaurants, museums, theatres and galleries. With direct rail links to London, our Winchester School of Art campus is one of the UK's leading art and design institutions.

View our virtual tours

7

| Watch our video



**Find out more**Contact Katherine de Retuerto K.A.deRetuerto@soton.ac.uk +44(0)7789947749