



Job Description

Role Title:	Head of Development
Responsible to:	Chief Executive
Salary:	Up to £50k FTE, dependent on experience
Working pattern:	4 days per week (or flexible for the right candidate)
Contract type:	Permanent
Location:	St George's Bristol / hybrid working

About St George's Bristol

St George's Bristol is a world-class, independent music venue in the heart of Bristol. Our 580-seat concert hall was converted from a 200-year-old Georgian church and is a truly special space where we present the finest performances from the world's greatest artists. In a typical year we welcome 120,000 visitors to the building and our aim is to create a diverse and sustainable programme with internationally acclaimed names alongside local ensembles. We are a registered charity and engage with diverse audiences through innovative creative learning projects and wide-reaching community partnerships. St George's also operates as a successful commercial venue, with our own café/bar and hiring out our spaces for meetings, conferences, wedding receptions, recordings and filming.

Our shared Values are: *We love artists; We live for sound; We believe everyone is creative; We cherish difference; We value our resources.*

Help shape the Future of St George's

St George's has big growth plans with a vibrant programme and wide-ranging and loyal group of supporters, including a recently refreshed membership scheme – our membership tiers currently range from SGB Member (£45 p.a.) to Star Circle (£2,500). We are proud of our reputation for excellent stewardship and donor care and have launched an endowment to ensure our long-term future. We are a National Portfolio Organisation, funded by Arts Council England, and enjoy the support of many individuals, trust and foundations and corporate supporters. We are now looking for an ambitious, creative, and energetic fundraiser to help take St George's into its next chapter.

You might be an experienced Development leader or looking to take that next step, or perhaps a lateral move from another related sector. We are open to discussing flexible working patterns, and you will be able to shape the role around your particular skills and experience. You will have the full support of the CEO, senior team and Board of Trustees, and we will work with you to ensure you continue to develop in your professional practice. You will have the satisfaction of knowing that your work is making a real difference in supporting St George's as a vibrant and inclusive creative hub for artists and audiences locally and beyond.

Role Outline

The Head of Development leads all fundraising and income-generation activity, shaping a sustainable future for the organisation, and achieving an annual revenue funding target of £350 - 400k. This role builds meaningful relationships with donors, partners, and funders, and develops strategies that support artistic ambition, creative learning and community engagement programmes, and long-term organisational growth.

The Head of Development reports to the Chief Executive, is part of the Senior Management Team, and works actively with the Board. This role will line manage a Development Manager and Development Co-Ordinator and also will be responsible for the work of any freelance staff/volunteers working on individual projects. The role will require some evening and weekend work for which time off in lieu is granted.

Key Responsibilities

Strategic Leadership

- Develop and deliver a multi-year fundraising strategy aligned with organisational priorities
- Lead on income diversification across individual giving/membership, major gifts, legacies, trusts and foundations, corporate partnerships, campaigns and events
- Set and monitor annual income targets with clear KPIs and reporting structures

Fundraising & Relationship Management

- Cultivate and steward major donors, patrons, and high-value supporters
- Oversee trust and foundation applications, ensuring compelling cases for support
- Develop corporate partnerships that align with the organisation's values and brand
- Lead on ongoing management of membership programme to ensure maximum success through recruitment initiatives, active face-to-face cultivation and upgrades
- Ensure excellent supporter care and long-term relationship building, through meetings and calendar of imaginative donor engagement events

Team Leadership & Collaboration

- Manage and mentor development team, fostering a culture of openness and accountability
- Collaborate with programming, marketing, and creative learning colleagues to create compelling fundraising narratives and donor stewardship
- Work closely with CEO, Board and Senior Management Team to leverage networks and open new opportunities
- Act as an ambassador for St George's Bristol, advocating for the organisation throughout the city and beyond, and promoting its work to wide audiences

Financial & Operational Management

- Oversee fundraising budgets, forecasting, and reporting, including KPIs
- Maintain accurate CRM records and supporter data
- Produce regular reports for the CEO, Board, and funders, including impact reporting and evaluation which makes supporters feel valued
- Ensure compliance with fundraising regulations and ethical standards

Person Specification

We are looking for an exceptional individual who has the following qualities.

Essential

- Proven track record in fundraising, ideally within the cultural sector
- Experience securing major gifts and managing high-value relationships
- Strong written and verbal communication skills with the ability to craft compelling cases for support and influence a wide range of stakeholders
- Leadership experience with the ability to motivate and develop a team

Desirable

- Understanding of the music or cultural sector and its funding landscape
- Experience with CRM systems (e.g. Spektrix, Tessitura, Salesforce)
- Knowledge of public funding processes including Arts Council England
- Event management experience in donor or cultivation settings
- Established networks within philanthropic circles or the arts

Personal Attributes

- Collaborative and approachable with strong leadership and motivational ability
- Self-motivated and enthusiastic with persuasive manner
- Creative and strategic thinker, ability to see 'the big picture'
- Personal integrity and commitment, belief in the impact of the arts
- Entrepreneurial flair and creative problem-solver

What Success Looks Like

- Growth in philanthropic income year-on-year
- Strong donor engagement, both recruitment and retention
- A motivated, high-performing development team
- Clear, compelling fundraising messaging embedded across the organisation
- A sustainable funding model that supports artistic excellence and community impact

Our Inclusion Policy

We are keen to ensure that our team is diverse and benefits from a wide range of backgrounds, perspectives and styles of thinking and working. We welcome applications from people who are currently underrepresented in the arts sector. We commit to interview every candidate who has the required essential skills and attributes and who identifies as disabled and/or being from a Global Majority heritage. If you identify in this way and would like to attend an interview, we would be grateful if you could make this clear in your covering letter/video.

Terms & Conditions of Service

Salary:	Up to £50k FTE dependent on experience
Working pattern:	4 days per week (or flexible for the right candidate)
Holidays:	33 days per year (pro-rata) including all statutory Bank Holidays
Pension:	Employees are opted into a Group Personal Pension Plan after 3 months (employee contribution 4%; employer contribution 3%; tax relief 1%)

Other non-contractual benefits include Employee Assistance Programme; staff ticket scheme for complimentary and discounted tickets for events; staff catering discount in St George's Café/Bar

How to Apply

Please email a single-page letter (or alternatively a short video) stating why you think you are suited to this role, plus your CV, to recruitment@stgeorgesbristol.co.uk

If you would like an informal conversation about the role, please contact Samir Savant (CEO) directly: samir.savant@stgeorgesbristol.co.uk

If you have any specific access requirements at interview stage, or would like help with the interview process, please let us know in your covering letter/video.

Please also complete our anonymous Equal Opportunities monitoring form online at <https://forms.office.com/r/peUJeQczAq>

The deadline for applications is Monday 2 March 2026

Interviews will be held during the week of 9 March

To find out more about the work of St George's, please visit –
<https://www.stgeorgesbristol.co.uk/about-us/>

To find out more about the team at St George's, please visit –
<https://www.stgeorgesbristol.co.uk/about-us/our-team/>