

Freelance Business Development Manager/ Fundraiser

Bournemouth Arts by the Sea festival is an inspirational, accessible and diverse annual arts festival which aims to create a stronger presence and profile of the arts in Bournemouth, increasing the range and engagement of audiences in the Borough and beyond. The festival also strives to enhance a sense of community through a celebration of art and culture, people and place.

Arts by the Sea is looking for an experienced Business Development Manager/ Fundraiser to play a key role in helping the festival become more financially sustainable and grow in size and scale in future years.

Job scope

Work with the Festival Team and closely with Programming and Marketing, to identify funding opportunities, develop and implement a fundraising strategy and generate income from a range of different sources.

Key Responsibilities

1. Research different funding models, identify funding sources and assess viability of each for the festival (income generation sources may include sponsorship from corporate and commercial sources, fundraising from trusts, grants and foundations, individual giving and crowdfunding).
2. Create a long-term fundraising strategy aimed at growing the festival in size and scale and making the festival more financially sustainable.
3. Create a short-term fundraising action plan to be put into immediate effect aiming to raise income for additional festival content, engagement activity and marketing collateral, to agreed target levels.
4. Create a realistic portfolio of, and build relationships with potential investors.
5. Work with the Festival Team and closely with Marketing to create sponsorship offers, activations, campaigns and individual giving packages.
6. Create a viable case for support, develop bids, pursue fundraising opportunities and negotiate sponsorship deals.
7. Liaise with secured sponsors and oversee delivery of the agreed activations.

Experience and skills

- Demonstrable, successful track record in developing proposals, securing support from different funding sources and meeting targets.
- Ability to think strategically, seek out opportunities and make compelling arguments for support.
- Outstanding written and verbal communication skills and strong attention to detail.
- Excellent interpersonal skills and the ability to build strong relationships with internal and external stakeholders.
- Experience of campaign/ project management.
- Ability to work under pressure and to deadline.

- Strong personal management skills - highly motivated, and proactive in planning, prioritising and managing own work.
 - Good understanding of the arts sector.
 - An understanding of and commitment to diversity and inclusion.
 - Experience working with local authorities and ACE funded organisations.
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Contract details

Targets

1. £5,000 raised for the 2019 festival.
2. £20,000 raised for the 2020 festival.

Remuneration

1. £10,000 over the contract period of 18 months.
2. 5% of all funds raised over £20,000 for the 2020 festival.

Contract term

18-month contract from June 2019 – November 2020

Hours of work

- Estimated at 1 day per week over the contract period June 2019 – November 2020 (approximately 77 days at £130 per day or £17.33 per hour)
- Flexible working. A desk can be provided in the Town Hall Annexe, however remote working is acceptable.
- The post-holder will be expected to report regularly to the Festival Director and attend relevant stakeholder meetings (for example quarterly Steering Group meetings and team conference calls where appropriate).

Start date

10th June 2019

How to apply:

Please send a CV and supporting statement to
andrea.francis@bcpcouncil.gov.uk

Deadline for applications: 21st May 2019

Interviews: 29th May 2019
