

Job Description

Head of Philanthropy



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.

Our vision is a vibrant, diverse, unified Jewish community engaged with Jewish life and contributing to wider society. Our mission is to create open and welcoming Jewish spaces that bring different people together, strengthen identities and build community through arts, culture, education and social action.

Over the past eleven years, we have increased the quality, variety and volume of Jewish conversation, both within our community and beyond. And in the past sixteen months, the critical need for our services, our programmes and our voice has reached unprecedented levels. 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 such as 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 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 high-level 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

LOCATION: London, NW3 / Hybrid

REPORTING TO: Development Director

SALARY: £65,000 - £70,000, dependent on experience

DEADLINE: TBC

Purpose of Role

An important part of JW3's funding comes from high-net-worth individuals (HNWI) who support the charity on a long-term basis. As Head of Philanthropy, you will maximise charitable income through building strong and authentic relationships with existing and new major donors via the new patrons scheme. You will also be responsible for developing the strategy with the support of the Development Director.

You will be responsible for developing the HNW strategy with the support of the Development Director. This role will involve collaboration with the wider Development team and Board in order to deliver successful fundraising initiatives to reach targets. In particular, you will work very closely with the Donor Research Officer to grow the pipeline and arrange meetings with identified prospects.



Key Responsibilities

- Lead on the development and delivery of our HNW strategy, focussing on gifts between £5,000 and £50,000.
- Identify and build relationships with individual supporters and prospects, ensuring a consistent, healthy pipeline of new supporters via our new patrons scheme.
- Increase the number of major donors making regular donations (annual/multi-year) year on year.
- Employ a variety of personal engagement and communications mechanisms to ensure that prospects and supporters become, and remain, fully engaged with our cause.
- Research and identify new donors, logging all opportunities on our fundraising database and working with the Development Director to move them through the donor cultivation cycle.
- Analyse income of donations in-building and online, working with the Development Director to leverage fundraised income and engagement.
- Oversee the effective use of internal systems to ensure best practice in fundraising, data collection, gift aid and gift acceptance policy.
- Provide support as needed to the wider JW3 Development team, particularly at fundraising events – some of which will take place outside of standard working hours
- Develop and maintain detailed knowledge and information on JW3 services, projects and priority areas in order to keep donors updated.
- Represent JW3 externally, communicating the vision, values, and case for support to the wider community at appropriate external forums.
- Protect and enhance the reputation of JW3, representing the organisation in an appropriate and professional manner to stakeholders, acting as an advocate for the work of JW3.

Person Specification

Essential Skills & Experience

- Extensive demonstrable experience of success in a relationship fundraising-focused /HNW role.
- Proven ability to 'make the ask' and engage confidently and effectively with a range of audiences (internal and external).
- Demonstrable experience of achieving income against targets.
- Experience of successful proposal and report writing.
- Strong interpersonal and influencing skills, with an ability to identify new donors, and develop effective approaches and cases for support.
- Experience of developing positive, effective relationships with trustees, collaborating successfully with lay committees and boards
- Excellent written/verbal communication skills, able to produce sensitively worded correspondence and ensure supporters feel valued and cared for.
- Strong presentation and numeracy skills.
- Highly organised, with efficient management of time and responsibilities and following through on plans/targets.
- Excellent attention to detail.
- Willing and able to work flexibly to meet the needs of the team and organisation.
- Ability to navigate competing priorities and manage time-sensitive issues in a calm, professional manner.
- Proactive and solution-focused, with an ability to take initiative and a creative approach to problem-solving.
- Demonstrable understanding of the principles of Data Protection legislation, alongside other relevant legislation and guidelines within fundraising
- High level of IT proficiency (including Microsoft Office software), experienced in Fundraising/CRM software and databases.

Personal Qualities

- Approachable and able to engage positively with others, building and maintaining strong working relationships.
- Demonstrate a commitment to furthering JW3's vision and mission.
- Have a proactive and flexible approach to their work.

How to Apply

Please send your cover letter and CV to sarah@goldstoneassociates.com



This job information cannot be all encompassing. It is inevitable over time that the emphasis of the job will change without changing the general character of the job or the level of duties and responsibilities entailed. Consequently, this information will be periodically reviewed, revised and updated 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.

