



EDINBURGH INTERNATIONAL FESTIVAL

Introduction

The Edinburgh International Festival is an unparalleled celebration of the performing arts and an annual meeting point for peoples of all nations. With a deep commitment to virtuosity and originality the International Festival presents some of the finest performers and ensembles from the worlds of dance, opera, music and theatre for three weeks in August.

Over the course of the year, the International Festival team travels the world to bring together an unrivalled programme of the most exciting and creative artists working today. Together, we present unique collaborations, world premieres, new interpretations on classic works, critically acclaimed productions and more – that thrill, move, excite and entertain audiences from around the world. All in one place, right here in Scotland.

One of the world's most beautiful and historic cities, Scotland's capital is transformed into a rich, bubbling melting pot of creative talent, where every day and night offers exciting possibilities to make new discoveries or catch some of the biggest names in the performing arts on stages and in concert halls across the city.

We are committed to enriching people's lives through the arts and contribute to the cultural and social life of the City of Edinburgh and of Scotland. Our programmes of community engagement, professional development and creative learning for young people run throughout the year, reaching the widest possible audiences.

Compelling, exciting and often surprising, the International Festival is, quite simply, an unmissable experience.



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| Job Title | Head of Development |
| Reports to | Director of Development |
| Manages | Manager of Individual Giving Membership Officer Senior Corporate Officer Temporary Special Project and Festival Staff |
| Job Purpose | To maximise fundraising income and deliver agreed income targets for the Development Department. |

Responsibilities

- Develop the International Festival's fundraising strategy in collaboration with the Development of Director. Identify, research and implement initiatives for revenue growth.
- Develop and increase income from trusts, foundations and major donors - UK and international with a specific focus on identifying and securing new partnerships:
 - Develop and manage the relationships between the International Festival and trusts and foundations
 - Develop and manage the relationships between the International Festival and major donors
 - Recruitment, cultivation and service new prospects from trusts and foundations
 - Identify, recruit and steward major donors
 - Write funding applications, attend meetings and give presentations
 - Ensure that all conditions of funding are met and that the service and packages agreed are delivered
 - Ensure comprehensive post International Festival debrief reporting
 - Support the Director of Development with major funding partners – including Dunard Fund, Edinburgh International Festival Endowment Fund and Léan Scully Edinburgh International Festival Fund
- Line manage the Manager of Individual Giving to ensure all agreed objectives and individual giving targets are achieved.
- With the Director of Development develop the strategy for and oversee the delivery of the International Festival's Corporate Partnerships and stakeholder management.

- Line manage the Senior Corporate Officer to ensure all corporate partner and in-kind donation targets are delivered and achieved.
- Oversee the development and implementation of a structured Legacy Giving plan with the Manager of Individual Giving - with measurable outcomes for identifying and stewarding prospects and a reliable projected income.
- Work with the Development team to create a campaign to maximize the engagement and development of International Festival ticket buyers and work to convert that audience into donors.
- Represent the International Festival in an official capacity in a wide variety of situations.
- Confidently represent the International Festival's core brand values and personality in all areas of your work.
- Any other duties as required.

Essential

- Proven track record of large scale fundraising success.
- Educated to degree level or equivalent is desirable; a minimum of five years relevant experience or equivalent is essential.
- You will be self-motivating, dynamic, hard working and flexible with excellent negotiation and influencing skills; meticulous and methodical with outstanding communication and presentational skills; capable of working on own initiative and collaboratively as part of a small team both internally and externally.
- A creative thinker with the proven ability to put ideas into practice is essential.
- Demonstrable experience and understanding of managing donor relations, including stewardship to an exceptionally high standard is essential
- Experience of planning and executing events is an advantage
- You will have exceptional written and verbal communication skills with the presence and authority required to command attention
- Knowledge and experience of best practice in applying to charitable Trusts & Foundations.
- Experience of working with databases, Microsoft Word and Excel essential.

Desirable

- Experience of working Audience View an advantage.
- An enthusiasm for and interest in the arts is helpful but previous experience in an arts organisation is not necessary.

Terms and Conditions

Working days/hours 35 hours per week, by agreement within standard office hours of 9.30 to 17.30, Monday to Friday. At peak times, and particularly immediately before and during the International Festival, it will be necessary to work outside standard hours and at weekends. Payment of overtime and time off in lieu is not applicable to this post.

Contract type Fulltime /Permanent

Salary Circa £40K per annum

Holiday entitlement 25 days per annum (with 3 days requiring to be taken between Christmas and New Year)

Pension Scheme The International Festival will comply with the employer pension duties in accordance with Part 1 of the Pension Act 2008, as amended or replaced from time to time.