



Job description

Job title	Patrons Manager (x2 roles)
Department	Development
Contract	Fixed term (8 months)
Salary	£39,790 per annum
Hours	Full time, 36 hours per week
Location	Tate Britain, Millbank, London
Reporting to	Senior Patrons Manager

Background

Tate's vision is to serve as artistically adventurous and culturally inclusive art museums for the UK and the world. We deliver this through activities in our four galleries across the UK (Tate Liverpool, Tate St Ives, Tate Britain and Tate Modern), our digital platforms and collaborations with our national and international partners. At the heart of Tate is our collection of art, which includes the national collection of British art from the 16th century to the present day, and international modern and contemporary art from 1900 to the present day, spanning all continents. We seek to expand access to the collection and deepen understanding of art in all its diversity.

Tate is a leading global institution, and we influence critical thinking about art practice. Tate is committed to maintaining free entry for audiences to our collections. We see access to art for everyone as a universal human right and we see our galleries as sites of creative learning. We want to champion the importance of making art and encourage people to explore the many ways in which art is created and develop their own creative potential.

We want to welcome audiences that better reflect the towns and cities in our nation and attract a diverse international public. Our reach is already powerful. We intend to increase its impact across society, with art that resonates around the world.

Everyone who works at Tate has a role to play in achieving these goals. We offer meaningful and inspiring work shaped by our shared love of art, and we are deeply committed to equality, diversity and inclusion in all that we do. We strive to ensure our teams, and the audiences we welcome, and our collection and programmes are as diverse and dynamic as the communities around us. Everything we do is made possible by our remarkable colleagues, whose expertise, dedication, and genuine care for one another underpin our commitment to audiences and artists.

We hope you will consider joining our team.

You can find further information about Tate on our website: www.tate.org.uk.

About the role

As a Patrons Manager, working closely with the Head of Collection Committees & Patrons and the Senior Patrons Manager, you will sustain and develop Tate's Patrons scheme, focusing on stewarding existing Patrons and recruiting new supporters to maximise income. You will contribute to the planning and delivery of an engaging, inclusive and diverse Patrons programme that deepens engagement across the Patrons group at all levels, and encourage increased year-on-year support, whether through higher levels of Patronage or broader philanthropic involvement across Tate.

About your team

The Individual Giving & Collection Development (IG & CD) team is responsible for fundraising from Tate's International Council, Patrons and Collection Committees as well as for one-off fundraising projects centred on developing Tate's collection. Within IG & CD, the Patrons team oversees Tate's Patron schemes (Platinum, Gold, Silver and Young), championing Tate's mission and ambitions while fostering meaningful and lasting relationships with this vital group of supporters. Through an engaging and carefully curated annual programme of events, the team ensures that Patrons enjoy a very close and meaningful connection to all areas of Tate's work.

Founded in 1982 as the Patrons of New Art, Tate Patrons remain at the very heart of the organisation. Through their collective annual support, they enable Tate to present a diverse and ambitious exhibition programme across our galleries, deliver vital education and learning initiatives, and acquire and care for works of art for the UK national collection.

What you will gain

Motivated and skilled people are key to our continued success, and we want everyone at Tate to have the opportunity to develop and thrive. In this team, you will be encouraged to contribute your ideas, realise your potential, and learn new skills and knowledge in fundraising, events and people management.

What you will do (Main Duties and Responsibilities)

Strategy & Management

- Work closely with the Senior Patrons Manager to plan and implement an effective strategy for Tate's Patrons schemes in order to meet annual income and new business targets and encourage Patrons to increase their involvement with Tate.

- Create and deliver an engagement programme across all patronage tiers (Platinum, Gold, Silver and Young) that supports the objectives of the scheme and is complementary to Tate's wider programme, in collaboration with relevant colleagues.
- Take responsibility for the planning and delivery, in collaboration with relevant colleagues, of regular recruitment campaigns, events and initiatives in accordance with the agreed strategy.
- Support the Senior Patrons Manager in the delivery of team administration to ensure efficiency, identify opportunities to streamline these processes wherever possible and implement delivery according to agreed strategy.
- Support the Head of Patrons & Collection Committees and the Senior Patrons Manager in carrying out ongoing reviews and benchmarking exercises of the Patrons scheme that consider how Tate can best deliver a successful programme.

External Relationships & Fundraising

- Recruit new Patrons at all levels in person, over phone/online calls and in print.
- Develop strong relationships with existing Young, Silver, Gold and Platinum Patrons, encouraging Patrons to upgrade to higher levels and to extend their support to other areas of Tate's work.
- Manage an individual portfolio of current and prospective Patrons, progressing their relationships with Tate in accordance with agreed strategy.
- With oversight from the Head of Patrons & Collection Committees, work with the Senior Patrons Manager to build effective working relationships with the Patrons Executive Committee and other key external volunteers, organising regular meetings to ensure good communication and identify new Patron prospects.
- Capture and record donor feedback; in particular, collect feedback on the Patrons programmes and individual donor interests before, during and after Tate events.
- Ensure first-class donor stewardship adhering to best practice Tate policy and provide excellent customer care by responding to queries swiftly and effectively.

Internal Relationships & Collaboration

- In collaboration with the Senior Patrons Manager and colleagues across Tate, identify and capitalise on opportunities to further engage current Patrons of all levels and to foster awareness of the Patron schemes among supporters of other areas of Tate's activity.
- In collaboration with the Senior Patrons Manager, as well as the Engagement & Events team, plan and deliver the Patrons events calendar across the year. Responsibilities will include: creating guestlists for these events, including new prospects; preparing speaking notes for senior staff and senior volunteers; working with senior volunteers to organise for events to be hosted externally where appropriate.
- Work closely with the Membership team to ensure consistency between the two programmes and that Members are being encouraged to upgrade, to provide regular updates on Patrons' activity, and to identify new pools of prospective Patrons.

- Keep abreast of events in Tate's public programme that may be of interest to Patrons and, as relevant, liaise with the Membership team regarding access for Patrons.
- Build and maintain working relationships with senior colleagues in Development and across Tate, promoting the objectives of Tate Patrons and ensuring productive cross-team liaison.
- Build and maintain working relationships with Tate curators and manage their involvement in the Patrons programme.

Operational

- Implement the agreed strategy for renewing Patrons' support on time, with the aim of meeting annual targets for donor retention.
- In collaboration with the Senior Patrons Manager, Patrons Events Manager and fellow Patrons Manager, contribute as required to the planning and delivery of recruitment events as well as the seasonal events programme for current Patrons.
- With oversight from the Head of Patrons & Collection Committees, work closely with the Senior Patrons Manager and the Patrons & IC Manager to effectively manage the Patrons Executive Committee, its members and formal meetings.
- Oversee subscriptions administration for joining Patrons, and the ongoing administration of current Patron memberships, in liaison with the Senior Patrons Manager and fellow Patrons Manager and with the support of the Patrons and International Council Administrator.
- Capture and record donor intelligence and feedback before, during and after Tate events.
- Ensure donor records are kept current and accurate on the Divisional database (Raiser's Edge).
- Attend out-of-hours Tate events and broader events in the local arts scene when necessary.
- Keep up to date with practice in the field.
- Any other duties commensurate with the position as required.

What you will bring to the team

- Experience and a personal track record of success in face-to-face fundraising and donor development, or comparable high-value client-focused experience.
- Experience and proven capability in working with high-level donors and senior volunteers.
- Commitment to donor stewardship at the highest level.
- Ability to meet challenging fundraising targets and familiarity with tracking income against target.
- Experience of creating an inclusive and respectful culture within a team and applying the principles of diversity and inclusion in building and maintaining relationships with colleagues, advocates, and partners/donors.

- Excellent written and verbal communication skills, with the ability to create a compelling case for support and to communicate this effectively both face-to-face and over written copy.
- Excellent interpersonal and presentations skills, with the ability to liaise confidently and diplomatically both externally and internally at all levels.
- Excellent time and project management skills, with the ability to juggle competing priorities and deliver to deadlines.
- Experience of planning and delivering annual Patrons engagement programmes, working collaboratively with the Events Team and other members of the Patrons team.
- Entrepreneurial, proactive and self-motivated, with a demonstrable desire to achieve results and enthusiasm for working in a fast-paced environment.
- A team player, with the ability to work collaboratively, positively and creatively with colleagues to achieve shared goals.
- A flexible approach to work, with the ability to work outside standard hours as required.
- High degree of computer literacy, with knowledge of Windows-based applications including Word, Excel and Outlook and internet applications.
- Experience of using Customer Relationship Management (CRM) databases, such as Raisers' Edge, to proactively and accurately record and manage supporter data and the ability to ensure best use of CRM systems with your team.
- Knowledge of trends, techniques and best practice in fundraising.
- Interest in, and commitment to, the work of Tate.
- A keen interest in or knowledge of the visual arts, in particular the areas covered by the Tate collection.

The requirements listed here are guidelines, not hard and fast rules. You don't have to satisfy every requirement and we welcome candidates who bring transferable skills. Applying gives you the opportunity to be considered.

Tate for all

Diversity and Inclusion

Our jobs are like our galleries, open to all.

Our aim is to become a truly inclusive organisation with a workforce and audience as diverse as the communities we serve. This is fundamental to Tate's future success and our ability to continue to contribute to culture and society in the UK.

We want our workforce to be more representative of all sections of society at all levels in the institution. The range of perspectives and experience diversity brings is an asset to our organisation and we want to create an inclusive, welcoming environment for visitors, artists and all those who work at Tate. Tate expects all employees to contribute to this aim as part of their role. More information about diversity and inclusion at Tate can be found on our [website](#).

Our Values

- **Open:** we're welcoming, generous-spirited and inquisitive, with an open-source attitude that thrives on collaboration.
- **Bold:** we have the courage of our convictions, we're willing to take imaginative risks: we aren't afraid of failure - so long as we learn from it.
- **Rigorous:** we'll win people's trust if we're accountable for our actions and excellence underpins everything we do.
- **Kind:** we value and respect each other, our partners, and our visitors, striving to make every encounter memorable and enriching.

Employee Benefits

- Birthdays off each year
- 25 days leave per year, rising to 27 (pro rata for part time colleagues).
- A pension scheme with generous employer contributions.
- Life Assurance and Income Protection for DC scheme members.
- Interest-free Season Ticket Loan.
- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.
- Rental deposit scheme – an interest free advance to help towards the cost of a deposit for privately rented accommodation
- Discounts in the Tate Restaurants and Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.
- Discounts on items purchased in the Tate shops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.
- Free access to other galleries and museums abroad through the International Council of Museums (ICOM) membership

Safer Recruitment

Tate is committed to providing a safe environment for all those who work at Tate and all those who come into contact with Tate as visitors to the galleries, as participants in Tate activities, and online. The safe recruitment of all those who undertake work on behalf of Tate is the first step to ensuring that we are fulfilling this commitment.

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 3 years of your employment or education.

- Health clearance
- A satisfactory Disclosure Check.
- Proof that you are legally entitled to work in the UK

You can find out more information about our pre-employment checks and what they mean for you in our 'Guidance Notes for Applicants' document.

How to apply

Our opportunities are open for you to apply online. Please visit: www.tate.org.uk/about/workingattate/ to create an account by registering your details or, if you are an existing user, log into your account.

For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging into your account.

The closing date for the submission of completed application forms is Tuesday 24 March 2026 by midnight. Interviews will be held between 9 – 14 April 2026.

Where vacancies attract large volumes of applicants, we reserve the right to close this vacancy early. Therefore, if you are interested, please try to submit your application as early as possible.

