



Job description

Job title	Senior Strategic Projects Manager
Department	Development
Contract	Fixed-term until September 2026
Salary	£45,908 per annum
Hours	Full-time, 36 hours per week
Location	Tate Britain, Millbank, London
Reporting to	Director of Development
Responsible for	Stewardship Manager Strategic Projects Officer

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 exciting work built around our love for art, and have a strong commitment to equality, diversity and inclusion, with the aim to have our workforce and audience as diverse as the communities we serve. And everything we do is only possible thanks to our fantastic colleagues, who really know their stuff, support each other and want to do the best for our audiences.

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

To work closely with the Director of Development, the Major Gifts, Individual Giving & Collection Development and Corporate Partnerships teams to implement successful strategies for strategic fundraising projects and campaigns. Strategic Projects are high-profile and/or high-value activities that support Tate's key development and strategic

priorities, this includes the Tate Future Fund fundraising campaign as well as Capital campaigns. You will be responsible for supporting solicitation campaigns of principal gifts and ensuring delivery of first-class stewardship of Tate donors in particular for these strategic projects as well as historic high-level donors.

About your team

The Development Division raises funds in support of Tate's programmes and strategic priorities. Fundraising is undertaken across Major Gifts, Corporate Partnerships and Individual Giving schemes with a team responsible for delivering supporter engagement activities and events.

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.

What you will do (Main Duties and Responsibilities)

Fundraising strategy

- Work with the Director of Development to create robust fundraising strategies for Strategic Projects and campaigns and to develop a long-term Strategic Projects strategy, including cultivation and stewardship plans.
- With the Director of Development, lead successful campaigns that achieve and stretch targets.
- Support the Director of Development to drive ambitious set targets.
- Work closely with senior Tate colleagues to evaluate Strategic Projects activity, including identifying and evaluating project strategy, approach and outcomes.
- Work with the Director of Development to support fundraising advisory volunteer groups when required, including providing fundraising and financial updates on projects for senior management and volunteers.
- Facilitate relationships with senior Tate colleagues and key volunteers accessing new prospect networks and prepare relevant briefings, agendas and debriefs.

Cultivation and Stewardship

- Working with the Head of Fundraising Intelligence and the Major Gifts and Individual Giving & Collection teams, identify potential donors and support the development of individual strategies for cultivating and soliciting them for major gifts.
- Implement innovative and creative ways to engage potential major donors with Tate's vision and funding needs.
- Manage a portfolio of prospects and supporters, developing and maintaining their interest in Tate in consultation with Tate colleagues.
- Conduct cultivation and solicitation meetings with potential donors, involving senior volunteers, Tate senior management or senior curators, where appropriate.
- Support the Director of Development in making informed, well-targeted and successful approaches to prospective donors through understanding the donors' interests and aspirations to identify potential for key fundraising initiatives.

- Working with the Strategic Projects Officer ensure the Development database (Raiser's Edge) contains accurate and up to date information for reporting.
- Draft, design and produce bespoke proposals and suite of required materials for Strategic Projects and campaigns.
- Work with the Director of Development and colleagues in Development and other Divisions to produce communication material (print and online).
- Oversee the Stewardship Manager and monitor conversion of pledges to gifts and support the delivery of first-class stewardship.

Internal Relationships

- Build good relationships with colleagues across Tate including Curatorial, Learning and the Director's office.
- Work collaboratively with all Development departments and ensure great information sharing and record keeping across projects.
- Report regularly on progress to the Development senior management and other teams including Tate Americas Foundation.
- With the Director of Development work with the Engagement & Events team to ensure effective delivery of cultivation and stewardship events.

Management

- Provide effective leadership of the Strategic Projects and Stewardship teams, line managing the Strategic Projects Officer and the Stewardship Manager.
- Ensure motivation and professional development of the Strategic projects team.
- Ensure effective distribution and allocation of workload among the team.
- Set KPIs for your team and carry out staff appraisals and develop team members through objective setting, regular feedback and coaching.

Other

- With the Director of Development, manage the Strategic Projects income targets and expenditure budget
- Adhere to best practice in prospect cultivation, solicitation and stewardship ensuring Tate ethical policies and practices are followed, working closely with the Development Operations Research team
- A commitment to, and understanding of, the principles of diversity creating a positive and inclusive working environment for team members

What you will bring to the team

- A successful, personal track record in fundraising or donor development to secure significant gifts of £500,000 or more
- Demonstrable success in stewardship and a successful track record of developing and maintaining a network of contacts
- Proven experience of managing complex and nuanced donor relationships which require a bespoke approach and a high level of judgement
- Excellent interpersonal and verbal communications skills, with the ability to liaise confidently and diplomatically both externally and internally at all levels

- Excellent writing skills with the ability to produce compelling cases for support that are presented in a clear and effective manner
- Ability to coach and influence internal colleagues and senior volunteers to achieve results
- Excellent organisational and project management skills, with the ability to proactively work on a wide range of competing demands and deliver to deadlines
- Ability to monitor and deliver income against targets and familiarity with financial tracking
- Experience of line managing staff to achieve objectives and encouraging professional and personal development
- Experience of creating an inclusive and respectful culture within a team and applying principles of diversity and inclusion in building and maintaining relationships with members and donors
- Ability to develop productive relationships with colleagues both within the Development team and wider departments within Tate
- High degree of computer literacy – knowledge of Windows based applications, including Word, Excel and Outlook as well as Internet applications
- Experience of utilising contact management databases (e.g. Raiser's Edge) to accurately record, monitor and report supporter and prospect strategies and related information
- Entrepreneurial with a high level of motivation and initiative and a demonstrable desire to succeed and achieve results
- A positive team player who works flexibly and creatively with colleagues to achieve shared goals
- 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.
- An interest in and commitment to the work of Tate

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 organisation. 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.

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 3 June 2025 by midnight. Interviews will be held in June 2025.

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.

