

Winchester College

Director of Development



Welcome note

Thank you for your interest in this exceptional opportunity to play a leading role in helping to shape the future of this great institution.

Founded through philanthropy, Winchester College is a special place. It provides a most wonderful and transformative educational experience, which has been life changing for many. One of the enriching aspects of a Winchester education is the diversity of our community and their lived experiences, and we strive to ensure continued access for those who would benefit most, irrespective of their financial background. It has therefore been my pleasure to serve as the Chairman of the Development and Wykeham Campaign Committees, and work with a dedicated development and alumni engagement team, our volunteers, and wider community, to ensure this ambition continues to be our reality.

The donations received in the past have made the school what it is today, and we are carrying on the tradition, fundraising to benefit Wykehamists of the future. We are now seeking a new Director of Development who will build on the significant successes of the past, and launch us into the next stage of our journey. It will take someone special to lead the charge and inspire us with new approaches, thinking, and 'know how' born of wide experience.

We are looking forwards, not backwards. If Winchester College sounds like the place for you at this stage in your career, and you have the skills, experience and aptitude to make a difference, we look forward to hearing from you.

Nick Ferguson CBE

(c. 1961 - 1966)

Chairman, Development Committee

Chairman, Wykeham Campaign Committee

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Background Information

Winchester College is a school with a unique history. It was founded in 1382 by William of Wykeham, a philanthropist and visionary who revolutionised education, and it is one of the world's oldest and most prestigious schools. It is rich in ancient heritage, set beside the River Itchen on the edge of a National Park, within the beautiful and historic city of Winchester.

A Winchester education is renowned for academic excellence. It encourages curious minds amongst pupils from a diversity of backgrounds and experiences. So much of what makes Winchester exceptional is the people who are a part of the school. Winchester College teachers nurture independence of ideas and encourage innovation. Pupils develop their own passions and interests, whilst collaborating in outreach work that prepares them for compassionate leadership in an increasingly global society.

The College's motto, 'Manners Makyth Man', gives an indication that its ethos and willingness to think beyond the boundaries of convention are integral parts of its approach to teaching and learning.

Examination results are excellent and at all levels, Winchester encourages pupils to look beyond the curriculum. *Div*, Winchester's unique programme of general cultural studies, offers an excellent preparation for university study.

Music has been central to life at Winchester ever since its foundation, and the College is unique in having maintained its Choral Foundation to the present day. The Music Department is now one of the leading departments in the country and offers outstanding opportunities to all.

Sport is a major part of Winchester life. The new state-of-the-art Sports Centre will allow all pupils to enjoy and participate in a variety of sports, whilst simultaneously enabling the most talented and driven to train and compete at the highest level.





Much energy is also invested in the Combined Cadet Force, the Duke of Edinburgh Award Scheme, Community Service, and in links with local primary and secondary maintained schools. This commitment provides pupils with many opportunities to work for the benefit of others, inside and outside the classroom, developing the knowledge and skills, and the rights and responsibilities, which will enable them to grow into valuable and productive members of society.

Winchester College – The Vision

In February 2021, Winchester announced a bold new vision and a significant programme of change. *'Winchester College in the 21st Century'* describes the College's ambitions for its future and heralds the start of an exciting new phase in Winchester's development. The Fundraising team plays a vital role in the success of this vision, with some priorities and targets set, others still to be developed, as outlined below.

Winchester was a pioneering institution when it was founded in 1382 and this new vision will ensure the College continues to be a leader and influencer of great education on the modern global stage. The commitment to provide an intellectual education of exceptional quality and breadth remains unaltered, as do the values which have underpinned Winchester since its foundation. *'Winchester College in the 21st Century'* will build on these strengths and bring multiple benefits to current and future generations of Wykehamists.

Winchester currently has 700 pupils which will increase to 850 pupils as part of the new vision. There are also exciting plans in preparation for the arrival of girls and day pupils, and plans are underway to build two new girl's boarding houses.

Winchester College in the 21st Century

Engagement with the Surrounding Area

Much of the land cared for by the school is either a public access area, Site of Special Scientific Interest (SSSI) or Special Area of Conservation. The school maintains and provides public access to these areas at no cost to the local or national purse.

The Community Service programme partners with 40 external organisations in the City of Winchester and Southern Hampshire, and involves more than 300 pupils, 50 teachers and 18,000 hours of voluntary work each year. They also take part in rewilding projects, to restore watercress beds, plant native hedgerow whips and dig the beds for hundreds of flowering plants.

Governance and Policies

The Governing Body of Winchester College is known as the 'Warden and Fellows', the Warden being the elected Chairman. The current Warden is Sir Richard Stagg, KCMG.



The Statutes of the College allow for a maximum of fifteen Fellows.

Each member of the Governing Body plays an active role in the school Life, attending lessons and meeting with pupils and staff. They also provide guidance and support to the Headmaster, Bursar and senior team who are responsible for the day-to-day management of the College.

During the school year, the activities of the Governing Body are carried out through seven primary committees. The Winchester College Society Directors report to one of these committees, the Development Committee, once a term. Papers are presented by the Director of Development, the Director of Winchester

College Society, and others by request. The Development Committee is chaired by a Fellow on the Governing Body, and the Warden, Sub Warden, Headmaster, Bursar, members of the Development Team and special advisers attend the meetings.

Winchester College | Governance

Fundraising at Winchester College

Fundraising for Winchester College is managed by the Development Team within the Winchester College Society office. The Society's primary aims are to:

- maintain and build good relations amongst the worldwide Wykehamical family
- foster support for the school and pride in all it seeks to achieve
- encourage the culture of giving

Winchester College Society

The Bursary Endowment

As well as bringing people together, Winchester College Society also encourages a culture of giving. Since its foundation, the school has relied upon philanthropy; William of Wykeham set the example in 1382 with the gift of the school, the land, buildings and an endowment. An integral part of the vision was to provide, through charitable endowment, access to a transformative education for those who would benefit most, irrespective of their financial, cultural, or socio-economic background.

The donations received in the past have made the school what it is today.

Bursaries remain a priority for the college and for the fundraising team at Winchester with c.£70m raised so far since 2008. As part of the 5 year fundraising strategy, the team aims to secure significant support towards the end target of an additional £50m by 2031 for the bursary endowment.

Currently, a total of 121 students receive fee remission valued at £3.11m or 11% of gross fee income in FY 2020/21. The average bursary award is for 68% of school fees.

Capital

The Kingsgate Park project is arguably the largest project undertaken since Winchester's foundation in 1382. The building of a new state-of-the-art sports centre will transform the school's sporting facilities and is estimated to be completed early in 2023. The campaign is now in the public phase, with a total of c.£15m likely to be raised by the Development Team. Additional capital campaign priorities are currently being developed and confirmed.

International Fundraising

The Development Team maintains contact with Old Wykehamists (OW's) all over the world, including dedicated Friends programmes in both the USA and Hong Kong:

The American Friends of Winchester College (AFWC)

AFWC is an independent American 501(c)(3) 'non-profit' organisation which exists to support the school. Membership of AFWC is open to all OWs, parents and past parents living in North America.

The mission of the AFWC is to facilitate communication between the school and OWs in America, to provide a focal point for the community of OWs in America and in addition, to raise funds in support of the school's fundraising priorities.

The American Friends of Winchester College

The Hong Kong Friends of Winchester College

The Hong Kong Friends of Winchester College is a registered charity under the Hong Kong Inland Revenue Ordinance. Its purpose is to assist the school in achieving its social and fundraising ambitions among OWs and parents, past and present, residing in Hong Kong. Winchester has a distinguished entry from Hong Kong and greatly values its association with the Hong Kong community.

Hong Kong Friends of Winchester College

For further general information:
Winchester College

The Role

Job Title

Director of Development

Location

Winchester, UK

Reports to

The Headmaster

Team

Overall team of 10

Direct Reports

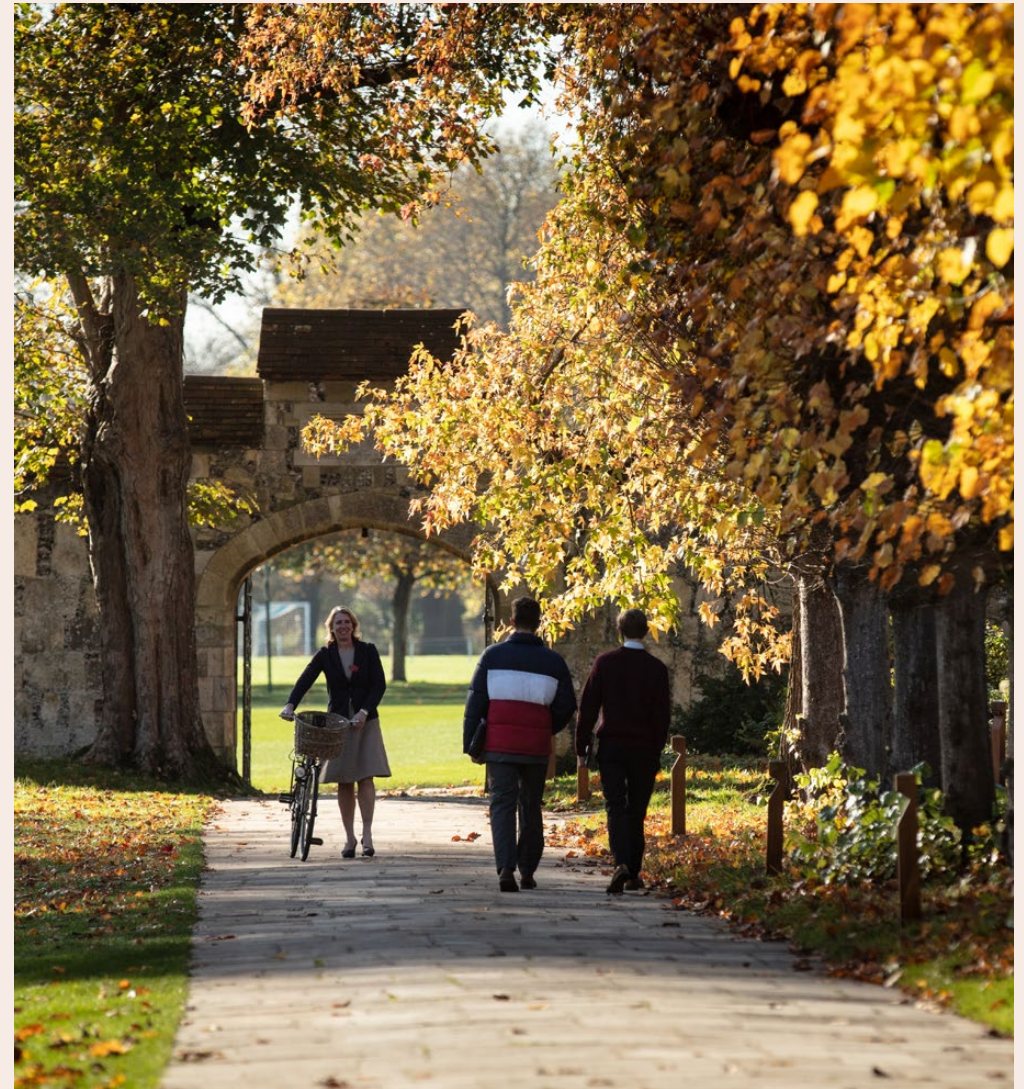
Director of Winchester College Society, Deputy Director of Development, PA to the Directors, and the Development Associate (Legacies)

Key Relationships

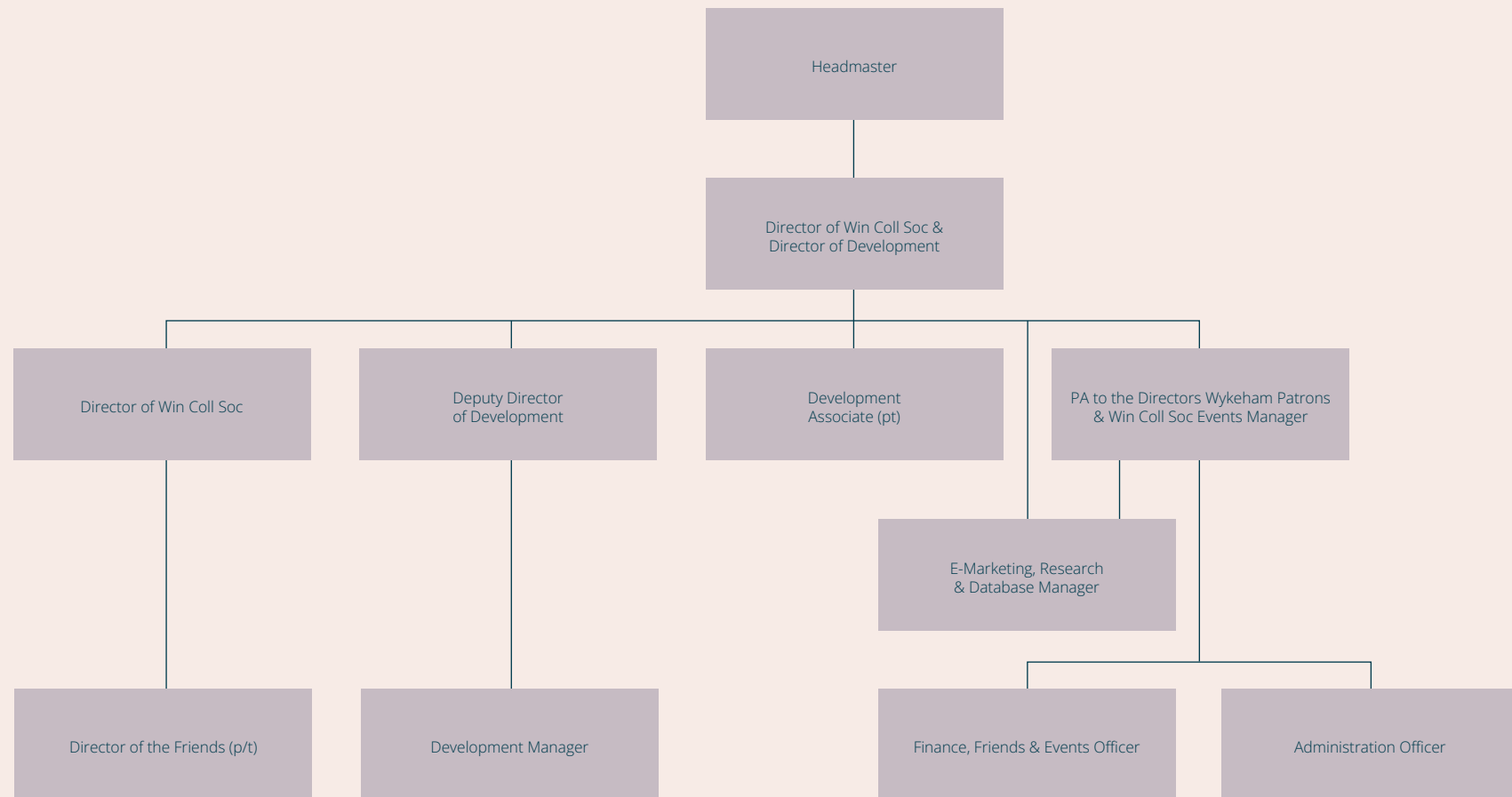
The Headmaster, the Warden, the Bursar, the Chief Accountant, the Chairman of the Development Committee, and the Development Board

Purpose

The post-holder will inspire and provide leadership of the team across Development and the Winchester College Society, continuing to increase philanthropic income to the College, and to build strong and strategic relationships with Old Wykehamists, parents and other supporters.



Win Coll Soc Office



Key Criteria for Success

After 12 months in post, the successful candidate will have:

- Maintained the level of fundraising income through securing new major gifts and ensuring pledges already received are fulfilled
- Established strong relationships within the College and with alumni, parents and volunteer committees, including the American Friends of Winchester College and the Hong Kong Friends of Winchester College
- Established personal credibility with colleagues across the College and built good working relationships with the existing Development Team
- Developed a robust understanding of the College and its impact on the wider community
- Working closely with the Warden, Headmaster, Bursar and Chair of the Development Committee, developed a strategy for achieving future fundraising success beyond current plans



Key Responsibilities

Strategy and Leadership

- Leading Winchester in the 21st Century Vision Campaign for Bursaries to achieve the target of raising £50m by 2031, with the planning phase completed and the quiet phase underway
- Creating a fundraising strategy for future capital works to run concurrently with the endowment campaign for bursaries
- Managing the budget proactively and identifying ways to make savings while increasing ROI
- Leading and inspiring the Development Team, to ensure they achieve the annual income target
- Working with the Warden, Chairman of the Development Committee and other volunteers, including Hong Kong Friends of Winchester College and American Friends of Winchester College to ensure fundraising success
- Building on existing relationships at a senior level
- Being the reference point in the school for issues relating to Development and fundraising

Fundraising

- Successfully lead on personal engagement in face to face fundraising with principal and major donors within the UK and overseas
- Leading the functions and staff of the Development Office within agreed budgets
- Supporting the Development Associate (Legacies) in defining a strategy for significant growth in legacy income
- Achieving annual personal and team income targets



Person Specification

Experience and knowledge

Essential

- Proven experience in managing and maintaining major relationships, and influencing senior stakeholders within a fundraising or similar environment
- Demonstrable experience of managing a high performing team including establishing a vision, target-setting and achieving agreed goals
- Significant experience in mentoring, and coaching teams and volunteers
- Experience of implementing Campaign, Annual and Legacy fundraising strategies
- Successful track record of soliciting individual major donations of 6 figure plus level gifts
- A proven track record of setting and managing budgets
- Experience of engaging senior volunteers and fundraising internationally
- Proven experience managing complex and nuanced relationships which require a bespoke approach and a high level of judgement
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- Experience of developing compelling proposals or business cases aligned with institutional priorities and with clear outcomes
- Good knowledge of donor advised funds and international tax efficient giving mechanisms
- Experience of working with CRM systems
- Knowledge of GDPR and PECR legislation

Desirable

- Membership of CIOF, IDPE, CASE and/or AFP

Skills, abilities and attitudes

- Sophisticated interpersonal, negotiation and influencing skills to effectively manage and build relationships across all levels
- Strategic and tactical thinker and operator
- A diplomatic, confident, articulate, and persuasive personality
- Skilled at working with senior volunteers and committees
- Persuasive, credible, and empathetic management style
- Entrepreneurial spirit, resourcefulness, and tenacity to lead

- Strong demonstrable skills in budget management
- A passion for the transformational impact of education and empathy with the school's aims and vision
- An appreciation of tradition and history as well as innovation



Next steps

Terms

The salary range for this role is c.£100,000. To discuss salary parameters please call **Julie Baker**, Research Consultant or **Sonja Dunphy**, Managing Director.

The package includes:

Annual leave entitlement:
25 days plus 7 bank holidays

Pension:
9% employer contribution for a
5% employee contribution

Notice period:
3 months

Other:
Health Care, parking and access
to the sports centre



How to Apply

Applications should include:

1. A comprehensive curriculum vitae giving details of relevant achievements in recent posts as well as your education and professional qualifications.
2. A covering letter that summarises your interest in this post, providing evidence of your ability to match the criteria outlined in the Person Specification.
3. Details of your notice period and names of 2 referees, together with a brief statement of the capacity in which they have known you and an indication of when in the process they can be contacted (please note we will not contact your referees without your express permission).
4. Telephone contact numbers (preferably daytime and evening/mobile) which will be used with discretion.
5. Shortlisted candidates will be required to complete an application form.

Disclosure Check

As Winchester College is an educational establishment, a condition of employment will be that the successful candidate must consent to the school obtaining an Enhanced Level Disclosure check through the Disclosure and Barring Service (DBS). This will reveal all spent and unspent convictions, warnings, cautions and bind-overs. A policy on the recruitment of ex-offenders is available on the school's website.

Safeguarding is one of the prime responsibilities of this role. The jobholder's responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact with, will be to adhere to and ensure compliance with the school's Child Protection and Safeguarding Policy at all times. A Director of Development should be conversant with the responsibilities and procedures detailed in this policy and with the Department for Education's **Keeping Children Safe in Education**. If, in the course of carrying out the duties of the post, the Director of Development becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must report any concerns to the school's Designated Safeguarding Lead or in their absence the Deputy Designated Safeguarding Lead.

References and Other Pre-employment Checks

The appointment will be dependent upon the receipt of a successful medical check and satisfactory references. The College may approach previous employers for information to verify particular experience or qualifications. At least one referee must be the current or most recent employer. Where applicants are not currently working with children but have done so in the past, one referee must be the person by whom they were most recently employed when working with children.

Selection Process

The applicants with the most relevant experience will be invited to have initial exploratory discussions with **Sonja Dunphy**, Managing Director and **Julie Baker** Research Consultant at Richmond Associates.

Interviews with Winchester College will begin from **late September 2022**.

Winchester College will reimburse travel expenses to interviews upon presentation of receipts and within one month of the end of the recruitment process.

Closing date for applications
is 9am, on Friday,
9 September 2022

Please send your application
to **Kate Tilley**, Business
Support Administrator

✉ info@richmond-associates.com
☎ +44 (0) 20 3617 9240