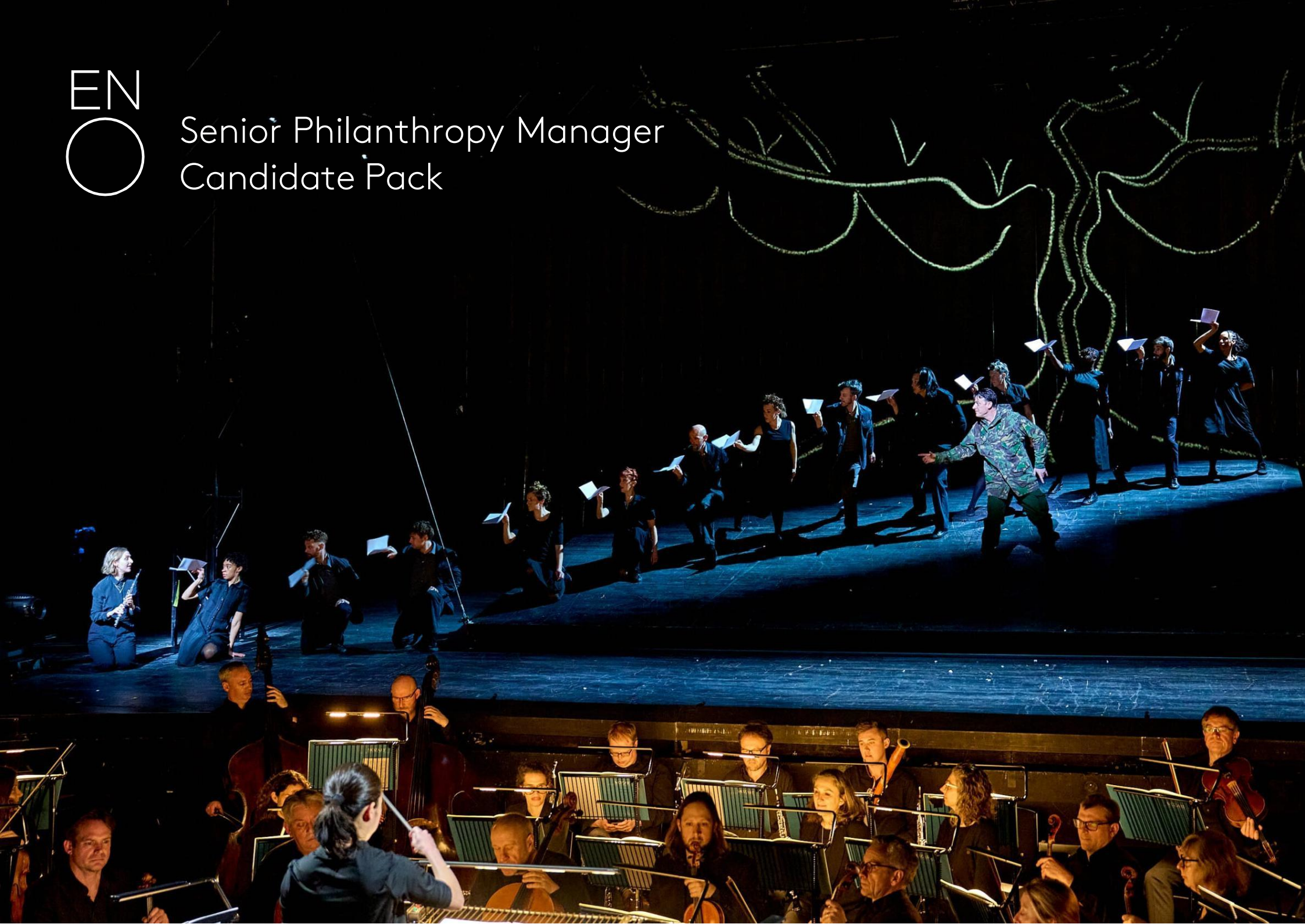




# Senior Philanthropy Manager Candidate Pack



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Your journey starts here...



English National Opera exists for everyone, creating new experiences with opera that inspires, nurtures creativity and makes a difference. Our vision is for lives changed through opera.

We take a fresh inspiring approach to opera to reflect the diversity of our culture.

We believe that opera is a living art form able to connect to people from all parts of our society. We collaborate with a range of artists and art forms as part of our commitment to the future of the art form. We sing in English, as we believe it enhances the emotional connection between performers and audiences.

We encourage creativity throughout the company and our commitment to the future of opera provides a platform to develop outstanding careers.



We are a world-class national company recognised internationally for the standard of our work. We nurture talent across the entire company including a platform for young singers to start and then develop global careers.

We connect to audiences through inspiring, accessible, world-class opera and stimulating, creative participation programmes.

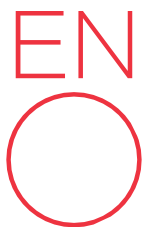
We create our productions for the widest possible audiences and aim to introduce completely new audiences to the magic of opera whether at the London Coliseum, outside of our theatrical home or internationally.

We make our productions accessible by offering a large proportion of tickets at affordable prices, and through our attendance schemes.



We work with a wide range of visiting companies to generate essential revenue and welcome new audiences to share the experience of our theatre.

**English National Opera is founded on the belief that opera of the highest quality should be accessible to anyone.**



## Senior Philanthropy Manager

### Summary

The Senior Philanthropy Manager plays a critical role in sustaining and growing the philanthropic income of ENO. They are responsible for managing relationships with a portfolio of high-net-worth individuals and prospects, devising and delivering cultivation and stewardship strategies to deepen engagement and secure major gifts (typically £10,000+).

They work closely with senior staff, trustees, and artistic colleagues to deliver meaningful donor experiences that align with the company's artistic mission and strategic goals. They also line manage the Philanthropy & Legacies Manager. This is a highly visible role that requires emotional intelligence, creativity, and discretion.

### Reports to

Director of Philanthropy and Partnerships

### Salary

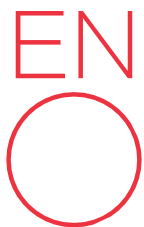
£50,000-£55,000 per annum

### Location

Based in ENO's Manchester office with regular travel to London for performances and Development events.

### Hours

35 hours per week, 10am-6pm, 5 days per week, evening and weekend work required



## Senior Philanthropy Manager

### Key Accountabilities

#### Identifying New Supporters

- Using a variety of research and in-person methods to identify prospective donors, gather information, and plan an individual cultivation journey for each prospect - drawing on ticket-buying data, Board and Development Committee networks, professional contacts, cultivation events, and print, web, and social media sources

#### Cultivation & making the 'ask'

- Growing a portfolio of new high-value donors - typically giving, or capable of giving, £10,000+ - through tailored cultivation plans that may include informal meetings, attendance at performances and rehearsals, supporter events, workshops, learning projects, and private dinners
- Creating bespoke engagement opportunities for each prospect you have identified to enthuse them about the work of ENO
- Negotiating written agreements with new partners and letters of agreements with philanthropists to ensure mutually beneficial relationships and working with the Events and commercial teams to ensure all aspects of the contract are delivered
- Developing effective relationships with existing and potential patrons, cultivating relationships
- Supporting the CEO and Chair of the Board in managing and soliciting a pipeline of high-quality major donor prospects

#### Appeals and Campaigns

- Working across the Department and using the full resource of ENO to develop, plan and execute a series of audience facing appeals and campaigns, raising funds for ENO Harewood Artists, Sponsor a Musician and ENO Breathe



## Senior Philanthropy Manager

### Key Accountabilities

#### Account Management

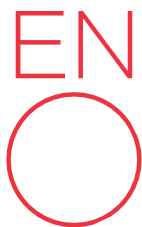
- Delivering exceptional stewardship for a portfolio of existing ENO supporters including personalised communications, bespoke experiences and access to rehearsals, artists and productions
- Identifying opportunities for upgrading support and partnering with ENO marketing colleagues to ensure funder visibility
- Supporting the Director of Philanthropy & Partnerships with briefing, pitch decks and strategic input into high-level donor meetings

#### Leadership and Strategy

- Supporting the overall major giving strategy, feeding into annual plans, targets, and reporting
- Line managing ENO's Philanthropy & Legacies Manager and acting as a mentor for junior fundraising staff where relevant
- Representing ENO at networking events with major external stakeholders particularly in Greater Manchester
- Championing philanthropy internally and modelling a collaborative, donor-focused culture.

#### General

- Undertaking any other related duties at the request of the Director of Philanthropy & Partnerships, when required



## Senior Philanthropy Manager

### Person Specification

#### Required:

- Passionate about working for an organisation with accessibility at the heart of everything it does
- Outstanding fundraising abilities with experience securing five and six figure gifts and managing public facing appeals
- Passionate and knowledgeable about the arts, music and opera
- Ability to build positive relationships with internal and external stakeholders, including funders of all kinds, audience members, visiting artists and ENO colleagues across all department
- Knowledge of Greater Manchester's cultural scene and networks in the region
- Dynamic individual with the ability to work independently and collaboratively within the Development Department
- Supportive colleague and experienced people manager, willing to share skills, experience and knowledge with other fundraisers in the Department
- Ability to work with and build excellent working relationships with a wide range of visiting directors, conductors, designers and musicians as well as internal ENO staff
- Confident with technology and experience working with ticketing and CRM Systems
- Excellent verbal and written communication and skills including excellent attention to detail
- Evidence of networking and relationship building at a senior level
- Commitment to professional development with a willingness to develop knowledge, skills and experience
- Excellent communication skills and ability to present complex budgets in a simple manner appropriate to different stakeholder audiences

#### Desirable:

- Experience using Spektrix

## Senior Philanthropy Manager

### To Apply

Please send the following to [workwithus@eno.org](mailto:workwithus@eno.org):

- CV
- Covering letter (500 words maximum) detailing your interest and suitability for the role and your **availability for interview dates**

Please also submit our anonymous [Equality and Diversity Monitoring Form](#).

Please note that all applicants must have the right to work in the UK.

### Application Deadline

9am, Thursday 4 September 2025

### 1<sup>st</sup> Interviews

Thursday 11 September 2025 (Microsoft Teams)

### 2<sup>nd</sup> Interviews

In person, Manchester, exact dates and location TBC





### Confidentiality

Confidentiality is important in this role and our policy is strict. All information concerning staff, patrons and other ENO business, the disclosure of which could be detrimental to the company, must be held in the strictest confidence and may not be divulged to any unauthorised person at any time.

### Data Protection

Data Protection and adherence to GDPR is equally important. We therefore require that computer information should only be accessed if this has been authorised and is necessary as part of the postholder's work. You will need to be aware of the GDPR 8 key principals, and the Computer Misuse Act 1990.

### Health and Safety

Health and Safety is important at ENO and we would expect that the postholder will be happy to undertake personal responsibility for safety as will be outlined in the ENO safety policy and the Health and Safety at Work Act 1974.

### Equal Opportunities

Equal Opportunities is a given. We will expect the postholder to abide by ENO's policies on Equal Opportunities and Dignity at Work.

### Code of Conduct

Code of Conduct is sometimes assumed, but at ENO we will require the postholder to act in accordance with ENO's Code of Conduct whereby everyone shall be treated in a professional and courteous manner with full regard to the avoidance of discrimination, consistent with current equal opportunities employment legislation.





English National Opera is a charitable company limited by guarantee incorporated in England and Wales (Company number 00426792). Charity Registered Number 257210



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**ARTS COUNCIL  
ENGLAND**