



# Sidney Sussex College

University of Cambridge

## Development Manager

### Permanent Full-time Role

**Salary between £32,332 to £44,263 per annum (depending on experience)**

Sidney Sussex College, Cambridge is seeking to appoint a Development Manager to lead the College's regular giving and young alumni programmes. This is an exciting time to be joining Sidney and support the new senior leadership team's ambitious plans for the future of the College and its students.

Working with the Development Director, the Development Manager will be responsible for all aspects of our regular giving and young alumni programme:

- Lead a sustainable and effective regular giving programme and increase participation across all year groups through campaigns such as Telethons and Giving Days, sourcing and securing match gifts as needed.
- Face to face fundraising and donor engagement of our small to mid-level donors; cultivating and raising gifts between £1,000 - £10,000 from alumni and friends, managing a pipeline of prospects and building relationships with existing and new prospects.
- Continue developing a student and young alumni programme that offers opportunities for networking and mentoring and encouraging fundraising participation among recent graduates.

Creative, impactful and results driven, this is an exciting opportunity for a talented project manager with an exemplary track record in a fundraising, marketing/communications, or sales. This post will also suit someone who enjoys building relationships and working in a small team, while collaborating across departments, collegiate Cambridge and the University.

Sidney Sussex College is well known across the University and Cambridge Colleges for having a warm community spirit, fantastic city centre location and friendly atmosphere. Our students, Fellows, and staff come from all backgrounds and all over the world, drawn by the University of Cambridge's world-class reputation and Sidney's commitment to inclusivity, and excellence in teaching and research.

**This is a full-time, permanent post involving 37.5 hours per week; while based in Cambridge, some partial remote/flexible working can be considered for the right candidate. The salary is based between points 37 and 48 on the University's single salary spine, currently equating between £32,332 to £44,263 per annum, dependent on experience.**

A job description, person specification and application form are available on the College website at <https://www.sid.cam.ac.uk/about-sidney/vacancies>. If you would like to informally discuss the role, please contact Jo Beatty, Deputy Development Director at: [DeputyDevelopmentDirector@sid.cam.ac.uk](mailto:DeputyDevelopmentDirector@sid.cam.ac.uk). In order to apply, please complete and submit an application form, CV and covering letter outlining your suitability to [jobs@sid.cam.ac.uk](mailto:jobs@sid.cam.ac.uk) by the closing date below. Alternatively, applications can be posted to HR Department at Sidney Sussex College, Cambridge CB2 3HU.

The closing date of application is **9.00 am Monday 17 June 2024 with first round interviews expected to take place w/c 24 June 2024 previous applicants need not apply**. We reserve the right to close the advert early should sufficient applications be received – early applications are advised. Any offer of appointment is subject to the receipt of two satisfactory references; verification of identity and qualifications; and eligibility to work in the UK.

Sidney Sussex College is an equal opportunities employer and welcomes diversity amongst its students, staff, Fellows and visitors, recognising the particular contributions to the achievements of the College's mission that can be made by individuals from a wide range of backgrounds and experience.