CAUSE4

# Head of Development
## Role Description



**JOB TITLE**

Head of Development

**REPORTING TO**

Director of Development and Enterprise

**SALARY**

£42,000 to £45,000 per annum (depending on experience). We aim to invest in colleagues' professional growth and, where possible, provide opportunities for increased responsibility and progression in recognition of strong performance.

**BENEFITS**

- Access to ongoing professional training and fundraising skills development, including AI in fundraising, trustee leadership, capital fundraising, legacies, corporate fundraising and more
- A clear development pathway into senior consultancy and leadership roles.
- Regular reviews, feedback and structured progression support, alongside regular salary reviews.
- Remote and flexible working arrangements – employees can choose to start earlier or work later (providing they are available during our core hours of 10am-4pm).
- No travel costs.
- Access to team events, networking opportunities and cultural activities.
- 30 days holiday inclusive of public holidays.
- Pension, health benefits and death in service insurance.
- Access to wellbeing support, including counselling and a health cash plan.

Cause4 is a Gold Award holder for Investors in People and is an equal opportunities employer. We welcome applications from people of all backgrounds.

**LOCATION**

Predominantly homeworking, with occasional travel to team meetings in Cambridge, London or other agreed locations. Travel costs will be covered. Note the role is not available for anyone seeking to work outside of the UK.

**COMMITMENT**

40 hours per week, although flexible and part-time working arrangements will be considered.

# THE OPPORTUNITY

This is an exciting opportunity to join Cause4's Development Team as Head of Development, taking a role in the delivery and development of our fundraising and consultancy work with a varied portfolio of charities and social purpose organisations.

Working closely with the Director of Development and Enterprise and Associate Director of Fundraising and Strategy, the Head of Development will lead client relationships and projects across fundraising, strategy and organisational development, while supporting and developing colleagues across the Development Team.

The role offers the opportunity to work across multiple sectors including arts, heritage, education, health, sport and community organisations, helping clients to develop fundraising strategies, secure funding and build sustainable income streams.

This is a hands-on senior consultancy role. Alongside providing strategic advice, the Head of Development will deliver high-quality client work, including developing fundraising strategies and Cases for Support, write major funding applications and proposals, undertake research and analysis, and produce strategic reports.

Alongside client work, the Head of Development will play an active role within the wider Cause4 Team, supporting the development of colleagues, quality-assuring client work and contributing to research, organisational planning, training delivery, innovation and business development.

This position offers the opportunity for an experienced Head of Development or Fundraising Manager to bring their expertise into consultancy, working across a wide range of organisations, fundraising disciplines and strategic challenges.

# WHO THIS ROLE MAY SUIT

This role could particularly suit:

- An existing Head of Development, Head of Fundraising or fundraising manager looking to move into consultancy and apply their expertise across a varied portfolio of organisations.
- A fundraising professional with substantial experience of developing and delivering fundraising strategies who is looking to broaden their experience across multiple organisations, sectors and income streams.
- A fundraiser who enjoys both strategic thinking and hands-on delivery and wants the opportunity to work across a range of different fundraising, organisational and client challenges.
- An established fundraising consultant looking to take on a senior role combining client leadership, fundraising delivery, team development and business growth.

# MAIN RESPONSIBILITIES

## Fundraising, Client Leadership and Consultancy

- Lead (with support of Director and Associate Director) a small portfolio of clients, taking responsibility for client relationships, high-quality delivery and the achievement of agreed objectives.
- Lead the development and implementation of fundraising strategies, business plans and fundraising campaigns.
- Write and oversee the development of compelling funding applications, Cases for Support, fundraising propositions and donor-facing materials.
- Lead funding approaches to Trusts and Foundations, statutory funders, corporates, individual donors and other appropriate income streams.
- Conduct and oversee research into prospective funders, partners and opportunities, translating this into effective fundraising approaches.
- Support clients to develop sustainable and diversified income streams.
- Lead and support the development and delivery of fundraising events and donor engagement activities.
- Build productive relationships with clients, funders, partners and wider stakeholders.
- Bring strategic thinking and creative problem-solving to fundraising campaigns, organisational development projects and wider client challenges.

# MAIN RESPONSIBILITIES

## Team Development

- Provide support, guidance and professional development to Development Manager and other colleagues working across client projects.
- Support colleagues to develop their fundraising, consultancy, research, writing and client-management skills.
- Oversee work produced by colleagues, ensuring client outputs consistently meet Cause4's standards.
- Work with the Director of Development and Enterprise and Associate Director to coordinate work effectively across the Development Team, balancing client requirements, team capacity and professional development.
- Share knowledge, expertise, networks and fundraising insight across the team.
- Contribute to Cause4's wider strategic and operational needs and role-model Cause4's values.

## Business Development and Business Planning

- Play an active role in developing Cause4's new-business pipeline and securing new client work.
- Identify opportunities to deepen and extend relationships with existing clients where Cause4 can add further value.
- Contribute to and, where appropriate, support the development of proposals, pitches, tenders and other business-development activity.
- Work closely with the Director of Development and Enterprise and wider Senior Management Team to support Cause4's strategic and operational development.
- Contribute to the sustainable growth and commercial performance of the Development Team.

# PERSON SPECIFICATION

Cause4 is a fast-paced consultancy environment offering significant opportunities for learning and career development.

We are looking for an experienced Head of Development or fundraising manager who can bring significant fundraising expertise, strong strategic thinking and excellent client-management skills to the role.

Candidates will need experience of developing and implementing fundraising strategies and securing income.

## Skills & Experience

We are looking for:

- Experience of fundraising and income generation within the charity, arts, heritage, education, health, sport, cultural or related sectors (3 years minimum).
- A proven track record of developing and implementing successful fundraising strategies.
- A proven track record of successfully securing income from a range of fundraising sources.
- Strong written communication skills and the ability to produce compelling, engaging and high-quality funding applications, Cases for Support, strategic documents and reports.
- Research and analytical skills with excellent attention to detail.
- The ability to interpret and synthesise large and complex amounts of information and data from a range of sources.
- The ability to think strategically and develop creative and pragmatic solutions to client and organisational challenges.
- Confidence working with a wide range of stakeholders, including trustees, funders and partners, and building strong professional relationships.

# PERSON SPECIFICATION

## Skills & Experience

We are looking for:

- Experience of managing complex projects and multiple priorities and deadlines effectively.
- Experience of supporting and developing colleagues and helping others to improve their skills and performance.
- The ability to review others' work and provide clear and constructive feedback.
- Knowledge of fundraising, philanthropy and income generation across a range of sources.
- Commercial awareness and the ability to identify and develop opportunities for new and repeat business.
- Organisational, project-management and coordination skills.
- The confidence to work independently, take ownership and exercise sound judgement while collaborating effectively as part of a team.
- Alignment with our company values.

# ABOUT CAUSE4

Cause4 is a social business founded to support charities to achieve more and better.

Specialising in fundraising, income generation and programme development, we partner with charities, philanthropists and corporations that want to make change.

Founded in 2009, we are a social enterprise and one of the first certified B-Corporations in the UK. Provoking change is at the heart of our mission, and we bring together a range of expertise to work on some of the charitable sector's most pressing issues.
Since 2009 we have raised over £80million for our clients.

## Our Areas of Work

- **Programme Design & Innovation** - we design and deliver sector-changing programmes and support organisations from R&D through to the rollout of major initiatives.
- **Fundraising & Philanthropy** - our work with clients ranges from developing fundraising Cases for Support through to delivering complex fundraising campaigns.
- **Support & Advice** - from free strategy Power Hours to CEO coaching and Governance Reviews, we provide support to executives, leaders and trustees.
- **Training** - we deliver training across fundraising, leadership and governance, including e-learning and large-scale change management programmes.

## Our Values

- **Curious** – we encourage creativity, ideas and thoughtful risk-taking.
- **Ambitious** – we embrace collaboration and support organisations to adapt and grow.
- **United** – teamwork and partnership are central to our culture.
- **Straight-talking** – we communicate clearly, honestly and without jargon.
- **Entrepreneurial** – we develop innovative and sustainable approaches that support charities to thrive.

# HOW TO APPLY

Please send your CV together with either:

- a Cover Letter (maximum two pages), or
- a Cover Video (maximum three minutes)

to Ben Wilson, Director of Development and Enterprise, at **ben.wilson@cause4.co.uk.**

**The deadline for applying is 5pm on Monday 7th December 2026.**

Please also include a completed Equal Opportunities Form downloadable from the Cause4 website.

**The Business Centre, Croxton Road, Thetford, Norfolk, IP24 1JD | 020 7247 2963**