



UNIVERSITY OF
BATH

Head of Trusts & Foundations

Fixed Term (12 Months Maternity Cover)



Candidate Pack - Early 2025

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Welcome

I am delighted that you are considering the role of Head of Trusts and Foundations at the University of Bath. This is an exciting opportunity to join our globally recognised institution at a pivotal moment in our journey.

The University of Bath has a proud history of excellence in education and research. Our recent accolades, including being named University of the Year 2023 by The Times and Sunday Times Good University Guide, reaffirm our commitment to providing an outstanding student experience and conducting impactful research. Under the leadership of our new Vice-Chancellor, Professor Phil Taylor, we continue to evolve and grow with several exciting strategic projects and initiatives in the pipeline.

This fixed-term role (maternity cover) role, based within our Advancement Office, is crucial to our future success. As Head of Trusts and Foundations, you will lead our newly expanded team and play a pivotal role in securing transformative gifts for the University. You will shape and drive key strategic projects to increase our philanthropic income, working closely with academics, professional staff, students, and external stakeholders to foster a culture of philanthropy at Bath.

Our recent successes are significant, including securing transformational gifts and growing our endowment by 50% in the past year. This provides a strong foundation for our ambitious plans. We are now poised for further growth and eager to enhance our global reputation through expanded partnerships and increased alumni engagement.

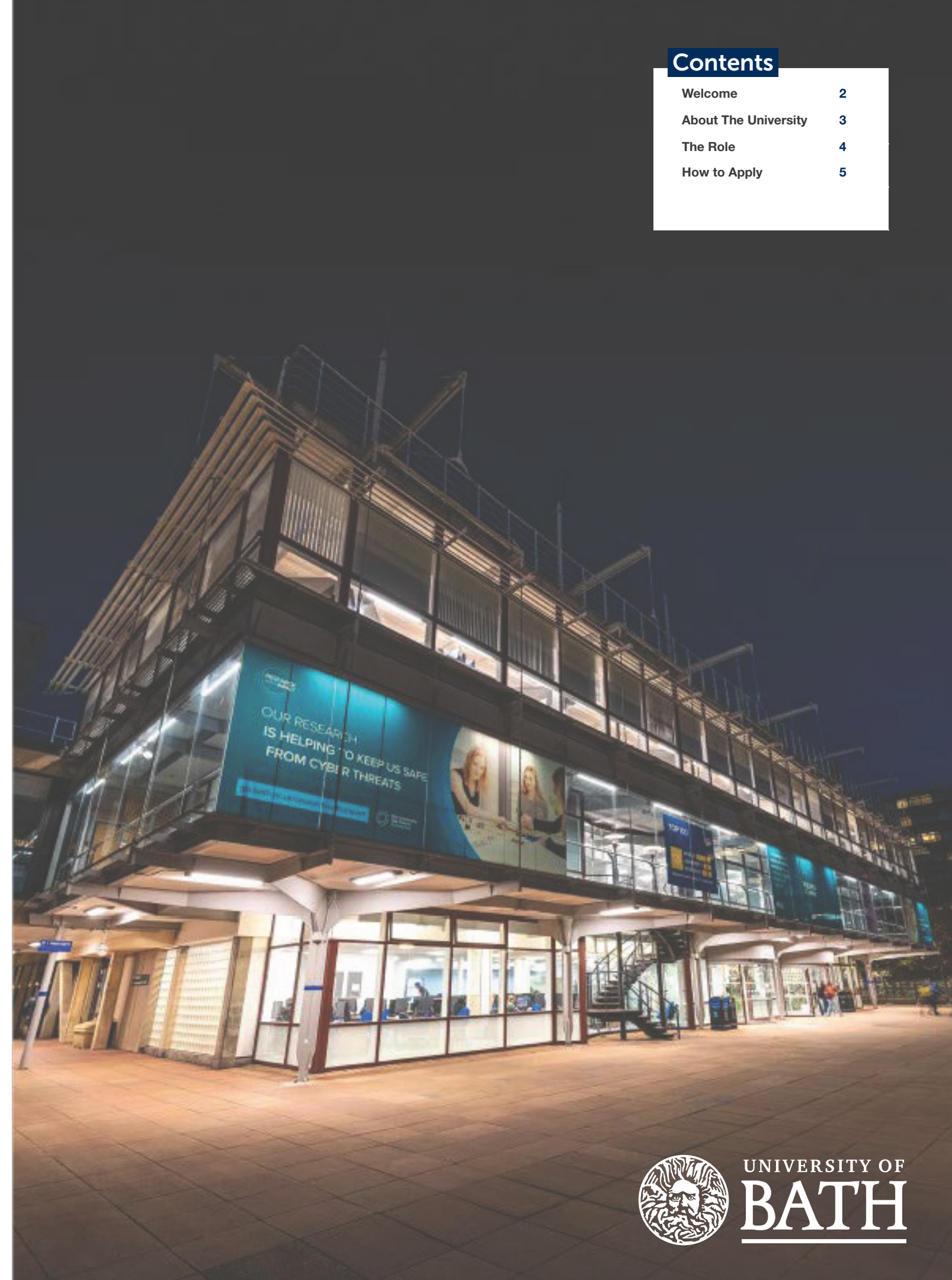
We seek a leader who combines experience, enthusiasm, and strategic thinking with the ability to build strong relationships across our community. An inclusive leadership style is essential, as you will work closely with various stakeholders to deepen relationships with supporters and secure vital funding for key programmes. Your work will directly impact our ability to offer life-changing scholarships, support groundbreaking research, and enhance our world-class facilities.

This one-year position offers significant potential to enhance your professional portfolio while expanding our trust and foundation pipeline. I look forward to welcoming a new Head of Trusts and Foundations who shares our vision and is ready to make a lasting impact on the University of Bath and the lives of our students and researchers.



Laura Palmer

Laura Palmer
Director of Philanthropy



About the University of Bath

Fifty years of achievement have seen the University of Bath grow in both size and reputation. Today, Bath is an outstanding and inclusive community of over 20,000 students from 153 countries. We have a strong reputation for quality education and research, and we have recently entered the top 5 UK universities in the Complete University Guide 2024 and the top 150 universities globally according to the QS World University Rankings, continuing our upward trajectory. We were named 'the University of the Year' and ranked 8th best university in the UK by The Times and The Sunday Times Good University Guide 2023 in recognition of our advancements across teaching and student experience

Established by our Royal Charter in 1966 as Bath University of Technology, our distinctive disciplinary mix across science, engineering, social sciences and management endures today. We continue to value our applied research with real-world impact, and holistic education, leading to highly employable graduates.

Our students benefit from a well-rounded education with high quality, research-informed teaching and a strong placement offer with around two-thirds of our undergraduate students opting for a placement or study abroad year, supporting strong graduate employability. In addition, we have a substantial and growing range of options for postgraduate study. A rich variety of extra-curricular activities and facilities are on offer for the whole student body through the Students' Union. These include our award-winning Sports Training Village with its 50m Olympic legacy swimming pool, indoor tennis courts, sports hall, athletics track and pitches. The result is a very engaged, high-quality student body with impressive achievements and excellent levels of satisfaction and graduate success.

Building on our research excellence in sustainability, health and wellbeing and digital, growing our research income to support even greater impact has been an area of real focus. Our academics collaborate across disciplines to ensure that our research has practical applications with real social and economic benefit. We continue to invest in new facilities and people to enhance the impact of our research.

We value greatly being based in the beautiful and vibrant UNESCO World Heritage city of Bath. We take our civic role seriously and have strong partnerships in Bath and the wider region. We make a positive contribution to our community and the vigour of our local economy, accounting for around £380 million Gross Value Added in Bath and North-East Somerset and £1.2 billion to the UK. We work closely with partners, building meaningful and impactful relationships with local, regional and global levels, including individuals, industrial and commercial partners. Our Innovation Centre grows businesses whilst our enterprise ecosystem supports students, faculty, alumni and partners to work together, share best practice and spark new ideas.



Ranked 8th
in the Complete University
Guide 2025



Ranked 7th
in the UK in the Guardian
University Guide 2025



Awarded
Triple Gold
in the Teaching Excellence
Framework (TEF) 2023



Ranked 8th
in the UK in The Times and
The Sunday Times Good
University Guide 2025



Top 5
for graduate or career
prospects in three major
national league tables

Ranked in the
Top 150

universities in the world in
the QS World University
Rankings 2025

The Role

Head of Trusts and Foundations

Job Purpose

The Head of Trusts and Foundations will lead fundraising efforts to secure philanthropic support for key university priorities, managing a strategic portfolio of 50 prospective donors. The role involves:

- Leading and managing fundraising efforts for university-wide priorities
- Providing strategic oversight to ensure all bids align with university priorities
- Working closely with academics and senior leadership
- Managing complex bid-writing processes for major donations (£500K+)
- Supervising the Trusts and Foundations Manager

Key Responsibilities

The University of Bath is at an exciting juncture, with significant potential for growth and impact in our philanthropic and alumni engagement efforts. As the new Head of Trusts and Foundations , you will:

Fundraising Leadership

- Work to agreed annual fundraising targets
- Manage the top 25 prospects capable of major donations
- Develop cultivation strategies for £500k+ gifts
- Make direct asks and coach senior management to make solicitations

Relationship Management

- Build strong relationships with prospective and current supporters
- Collaborate with colleagues across the University
- Work with Deans and faculty members
- Ensure effective prospect management

Project Management

- Monitor and maintain fundraising records
- Develop SMART targets
- Manage complex bid writing processes
- Use the Raisers Edge NXT database effectively

Essential Experience

- Extensive experience in fundraising, particularly with Trusts and Foundations
- Track record of securing significant gifts
- Strong relationship management skills
- Excellent bid writing abilities
- Experience working with senior stakeholders

Essential Skills and Attributes

- Highly detail-oriented and deadline-driven
- Strong understanding of the trust and foundation landscape
- Excellent project management capabilities
- Strategic thinking and planning abilities
- Strong communication and interpersonal skills

Desirable

- Experience in higher education fundraising
- Knowledge of major trusts and foundations
- Experience managing both portfolio and team pipeline
- Understanding of the higher education sector

Application Process and How to Apply

To apply for this position, please submit:

1. A comprehensive CV
2. A detailed covering letter that:
 - Addresses how you meet the job description and person specification
 - Describes your past contributions to advancing equality, diversity and inclusion
 - Includes your daytime and evening telephone numbers and email address



Scan QR or click for the full **job description** to begin your application.

Applications will be reviewed by our recruitment team according to the following timeline:

- **Close Date:** 16th February 2025
- **Shortlisting:** 21st February 2025
- **Campus Interviews:** W/c 3rd March 2025

We consider ourselves to be a university where difference is celebrated, respected and encouraged. We have an excellent international reputation with staff from over 60 different nations and have made a positive commitment towards gender equality and intersectionality receiving a [Silver Athena SWAN award](#). We truly believe that diversity of experience, perspectives, and backgrounds will lead to a better environment for our employees and students, so we encourage applications from all genders, backgrounds, and communities, particularly from under-represented groups, and value the positive impact that will have on the university. We are very proud to be an autism friendly university and are an accredited Disability Confident Leader; committed to building [disability confidence](#) and supporting disabled staff.



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Thank you for your interest in this position.

We look forward to receiving your application.