



Candidate Information

Head of Philanthropy

Tusk Trust

February 2025

Overview

Tusk is looking for an experienced and inspiring Head of Philanthropy to support our mission accelerating the impact of African-driven conservation.

The role will lead Tusk's Philanthropy Strategy to secure substantial funding, particularly from HNWI donors. The successful candidate will come to the position with their own contacts, a proven track record in major gift fundraising, and with the ability to open doors for Tusk. The successful candidate would also need to have a good understanding of African wildlife conservation issues.

We need an ambitious and passionate individual who can work just as well independently as part of a team to help realise Tusk's further growth potential.

About Tusk

Tusk's mission is to accelerate the impact of African-driven conservation.

We partner with the most effective local organisations, investing in their in-depth knowledge and expertise. By supporting and nurturing their conservation programmes, we help accelerate growth from an innovative idea to a scalable solution.

For over 30 years, we have helped pioneer an impressive range of successful conservation initiatives across more than 20 countries, increasing vital protection for over 50 million hectares of land and more than 40 different threatened species. From the plains of the Serengeti to the rainforests of the Congo Basin, we're working towards a future in which people and wildlife can both thrive across the African continent.

Further details may be found on the [Tusk website](#)

DUTIES & RESPONSIBILITIES

Fundraising & Events

- Work alongside the senior leadership team to develop a Philanthropy strategy, focusing on growing the number of prospects for high-level engagement (in particular to secure 5 and 6-figure donations)
- Be responsible for initiating, developing and managing high-value relationships by:
 - Identifying, researching and cultivating new longstanding relationships with HNWI's and Family Offices
 - Managing existing relationships with a number of HNWI's, and supporting the CEO and Founder & President with their donor relationships
 - Develop compelling funding proposals & reports for major donors
 - Managing the major donor "Patron's Circle", and in particular the "Evolution" (donors giving £5,000+) and "Keystone" level members (donors giving £10,000+)
 - Organising Patron's Circle events (and other donor cultivation events)
 - Supporting major donor fundraising in the USA
 - Ensuring timely and appropriate acknowledgement of all donations solicited / relationships that you manage
 - Maintaining clear and accurate donor records on Tusk's *Salesforce* database.
- Increase income from charitable trusts and foundations, developing and submitting proposals in consultation with the programme team
- Develop and implement successful digital fundraising campaigns (such as the Big Give Christmas challenge), with support from the communications team
- Coordinate and support the fundraising efforts of Tusk's Development Board, including organising Board meetings and working closely with individual members to engage and encourage their ongoing involvement
- Work alongside the fundraising team to develop guest-lists for events, and support events as required
- Assist the thanking and relationship development of guests to Tusk Events
- Line-manage the Philanthropy Officer to support all the above

General

- The nature of the charity demands that this role be flexible to assist generally with all aspects of the work carried out at Tusk and is not limited to the duties listed above
- Ensure Tusk's funds are treated with integrity and expenditure is kept to the required level for this type of charity
- Ensure that correct health and safety standards are observed when carrying out the above duties, applying risk assessments when appropriate, and acting accordingly
- Work within the approved financial authorities
- Uphold Tusk's strong reputation

EXPERIENCE AND SKILLS

Essential:

- Extensive fundraising experience within the charity sector
- Proven track record of managing high quality relationships with HNWI's
- Outstanding written and verbal communication skills
- A demonstrable understanding of managing demanding senior internal and external stakeholders
- Strong IT skills
- A good understanding of African wildlife conservation issues

Desirable:

- Donor database management
- Track record of running successful fundraising campaigns

Terms & Conditions

Location: Tusk Office, Gillingham, Dorset (with the possibility of some working from home). Note that the office is due to relocate later this year, but will remain in the Gillingham-Salisbury area.

Working Hours: Candidates must be able to work five days a week (Mon-Fri). Tusk's working day is 8 hours long with 1 hour for lunch. Core working hours are 10:00 to 15:30. The other 2.5 hours will be allocated between the start and end of the day. Regular travel within the UK will be required (mostly to London), and willingness to participate in occasional Charity events in evenings and weekends is essential.

Remuneration: Annual salary in the region of £55,000 according to experience.

Holidays: 25 days per annum.

Other benefits: Tusk provides access to a stakeholder pension scheme, private medical healthcare and death in service cover

For more information please contact info@tusk.org.

Harris Hill are managing this appointment on our behalf, so please [visit their website](#) for more information on how to apply.

Closing date for applications: Monday 24th February 2025 (23:59)