

DIRECTOR OF DEVELOPMENT: APPLICATION PACK

The following pack provides key information about David Shepherd Wildlife Foundation (DSWF), the **Director of Development** role, and recruitment timelines. All applications should be submitted to dswf@davidshepherd.org with a CV and a supporting statement explaining why you are the right person for this the role.

Throughout the interview process, we'll be keen to hear about your track record in fundraising at a leadership level and your experience of making an impact on an organisation of our size or larger. You will demonstrate how you develop strategies and implement them successfully, show an understanding of DSWF's existing development portfolio, and a view on where you see you might help to take us over the next 3 years and beyond.

We are looking for a collaborative team player, who leads with integrity, warmth and passion. Experience in the conservation sector is an advantage but not a prerequisite. The right candidate will be the person who can inspire support, build lasting relationships and drive significant and sustainable income growth for the Foundation and it's cause.

JOB DESCRIPTION

Role:	Director of Development (DoD)
Reports to:	CEO
Works closely with:	CEO/COO/CFO as part of the SMT
Line manages:	Development Team: Development Manager, Trust and Foundations Manager, Development Executive, CRM Executive
Hours:	Part-time, 28 hours per week (4 days)
Location:	Hybrid working between the DSWF Shalford Office (GU4 8JU) for a minimum of two days per week (Tuesdays and Thursdays), and home with occasional travel
Annual Leave:	25 days per annum pro rata. Bank Holidays are also provided, and at DSWF's discretion the office usually closes between Christmas and New Year (additional to annual leave)
Salary:	Competitive executive-level salary dependent on experience and breadth of impact. Please ask for salary range on application.
Start date:	Asap.

Summary of the Role

The Director of Development (DoD) provides strategic leadership and operational oversight for all fundraising income and supporter engagement activity at DSWF. The role is accountable for delivering sustainable, diversified revenue growth aligned with DSWF's mission across conservation, education and art, while building lasting relationships with major donors, trusts, foundations, corporate partners and senior supporters.

Working in close partnership with the CEO, COO, CFO, and Board of Trustees, the DoD translates organisational strategy into compelling Cases for Support, effective fundraising plans and measurable outcomes. The postholder leads and develops a high-performing Development team, ensuring strong delivery and continuous improvement.

As a member of the Senior Management Team (SMT), the Director shares responsibility for shaping the Foundation's overall direction, contributing to governance, organisational culture and high-level strategic decision-making.

This is a pivotal position combining senior management with hands-on major gift fundraising and team leadership. Central to enabling the Foundation's long-term impact and growth, the DoD is a driving force behind DSWF's ability to successfully deliver its mission to protect endangered species in Africa and Asia.

Key responsibilities

Strategic Leadership

- Lead on the development, implementation, delivery and continuous refinement of DSWF's multi-year Development strategy, ensuring alignment with organisational priorities and long-term financial sustainability.
- Advise the CEO and Trustees on fundraising performance, trends, risks and opportunities.
- Own and articulate the organisational Case/s for Support, ensuring a clear, compelling narrative that integrates conservation impact, education outcomes and artistic heritage.
- Working closely with the rest of the SMT, embed a culture of philanthropy across the organisation, enabling all team members, Trustees and ambassadors to actively support income generation.
- As part of SMT, be jointly responsible for over-arching decisions regarding the direction of the Foundation, its mission, strategies and culture.

Major & Strategic Fundraising

- Working closely with the CEO, cultivate, solicit and steward a portfolio of DSWF's most significant donors and prospects, including major individual donors, trusts and foundations, legacy campaigns and strategic partners.
- Responsible, alongside the CEO, for the overall management of all corporate partnerships and sponsors.

- Design and lead bespoke solicitation strategies for new high-value prospects, involving the CEO, Trustees and senior colleagues as appropriate.
- Oversee the development of structured approaches to major giving, trusts & foundations, legacy giving and corporate partnerships.
- Have strategic oversight of lower-level individual giving programmes including appeals, regular individual giving and adoption schemes.
- Be responsible and ensure best practice in prospect research, due diligence, stewardship and ethical fundraising.

Team Leadership & Management

- Lead, manage and develop the Development team, setting clear objectives, KPIs and income targets aligned to the overall strategy.
- Ensure the structure, resourcing and capabilities of the team are fit for purpose and scalable as income grows.
- Coach and support all those within the organisation that are responsible for fundraising, providing professional leadership, mentoring and performance management.
- Lead on all training and offer career progression for all staff within the Development team.
- Foster strong collaboration between Development and all departments, including; Policy and Programmes, Marketing and Communications, Education, Art, Finance and Operations.

Supporter Engagement

- Represent DSWF externally with senior donors, partners and sector peers, enhancing the organisation's profile and credibility.
- Oversee a high-quality supporter journey across all touchpoints, ensuring donors feel valued, informed and connected to impact including lower-level individual giving.
- Champion systematic all level stewardship, donor care and impact reporting to maximise retention, lifetime value and advocacy.
- Ensure accurate, GDPR-compliant data capture and effective use of CRM systems (Beacon) to drive insight-led fundraising.

Events

- This senior role will have overall responsibility for any fundraising or donor profile events (at present this would include the Wildlife Ball which is an annual fundraising/profile raising event that takes place at the Dorchester Hotel).
- Working closely with the rest of SMT, this role will direct the Development team to ensure that all events deliver optimum, high level donor experiences and are run professionally (with logistics and operational support from the COO and team).
- This role will have overall responsibility for ensuring the CEO has all information required to support engagement with donors at all events.

Governance & Reporting

- Report on Development performance to the CEO, SMT and Trustees, providing clear analysis against agreed targets.
- Work closely with Finance to support forecasting, budgeting and long-term income planning.
- Work closely with Finance and legal advisors in relation to all legal matters pertaining to legacies and bequests.
- Ensure all Development activity aligns with regulatory, governance and ethical standards.

Person Specification

Knowledge and Experience

- Significant senior leadership experience in fundraising and development within complex, mission-driven non-profit organisations, at Director level or equivalent, where philanthropy is critical to organisational impact and growth.
- Significant experience in leading and delivering long-term development strategies, with a demonstrable track record of translating organisational ambition into clear, costed and achievable fundraising plans.
- Proven ability to set strategic direction across multiple income streams, establish measurable objectives and KPIs and use data and insight to monitor performance, evaluate impact and adapt approach over time.
- Experience of driving sustained income growth, strengthening donor pipelines, and delivering measurable outcomes aligned to organisational priorities and long-term sustainability.
- Deep understanding of the UK philanthropic landscape, with well-established networks across major donors, trusts and foundations, corporates and high-net-worth individuals and the ability to build credibility and influence rapidly at national and international levels.
- Demonstrable experience of leading and scaling fundraising income through periods of organisational change, growth or strategic transformation.
- Proven track record of securing transformational gifts and long-term partnerships from individuals, corporates, trusts and foundations.
- Strong history of inspirational leadership, team building and talent development, with the ability to motivate teams towards ambitious shared goals.
- Experience of working with public sector stakeholders and cross-sector partnerships to advance organisational objectives.
- Experience of implementing and embedding robust CRM systems and donor stewardship frameworks to support data-led decision making and excellent supporter journeys.

Personal Skills, Qualities and Attributes

- Exceptional interpersonal, communication and relationship management skills, with the ability to engage, influence and inspire a wide range of stakeholders.
- A collaborative team player who values partnership working and shared success.

- Strategic, visionary thinker with the confidence and credibility to operate at senior leadership and Board level, influencing internal and external decision-makers.
- A strong personal commitment to wildlife conservation, environmental protection and the role of philanthropy in driving long-term change.
- Clear alignment with DSWF's mission, vision and values, and a genuine passion for advancing David Shepherd's legacy through impactful fundraising.
- Entrepreneurial and opportunity-led mindset, with the confidence to set and pursue ambitious income and growth targets.
- Resilient, adaptable and resourceful, with the ability to navigate complexity, manage ambiguity and maintain momentum in a fast-evolving environment.
- Credible and compelling ambassador for DSWF, able to represent the organisation confidently with major donors, partners and at public-facing events.
- Willingness to travel and attend events as required to support donor engagement, stewardship and organisational visibility.
- Commitment to being actively engaged in the life of the organisation, contributing to its culture, leadership and long-term success.

Please note that as part of a small team, the role may include occasional additional duties to help meet the charity's wider needs.

This job description is a statement of the job content agreed in May 2026. It should not be seen as precluding future changes.

Application Process

To apply, please send a CV and supporting statement of no more than two pages to dswf@davidshepherd.org no later than **Monday 15th June**.

We value thoughtful applications that demonstrate your communication skills. A strong supporting statement, clear examples of past work and attention to detail will help you stand out. While we're not opposed to applicants using AI tools to polish language or design, we're most interested in hearing your vision, experience and skills voiced in your own words.

First interviews will be 30 minutes long and take place online on **Friday 26th June**.

Second interviews will be 60 minutes long and take place in person at our office in Shalford, near Guildford, on **Thursday 16th July**.

Whilst we do not anticipate a third interview, we may request one if further clarification or conversation is needed. We will let the successful candidate know as soon as possible post the final interview.

We are committed to building a diverse and inclusive team, and we particularly encourage applications from communities and backgrounds currently not widely represented in conservation and the arts.



About David Shepherd Wildlife Foundation (DSWF)

DSWF fights extinction by confronting wildlife crime and protecting endangered species across Africa and Asia in collaboration with international, national and locally led conservation partners.

For over four decades, we have challenged and disrupted the illegal wildlife trade and strengthened protections through intelligence-led investigations, enforcement partnerships and policy reform. We back frontline conservation and support long-term, locally led solutions, placing people and communities at the centre of lasting conservation success, today and into the future.

Since 1984, DSWF has invested millions of pounds directly into wildlife conservation. Our approach focuses on addressing the root causes of wildlife decline - from illegal trade and habitat loss to human-wildlife conflict and poverty, by supporting practical, locally led conservation efforts.

By investing in economically and socially vulnerable communities at the centre of key conservation landscapes, we fund programmes that tackle the drivers of wildlife crime and help secure safer spaces for wildlife to survive. This includes support for law enforcement and investigations, education initiatives, and strategies that strengthen livelihoods and promote coexistence between people and wildlife.

Alongside our work in source landscapes, DSWF also addresses demand for illegal wildlife products in consumer countries and engages in national and international policy processes to strengthen protection for endangered species and their habitats.

Education also plays a central role in our long-term conservation strategy. Working globally, we strengthen understanding of biodiversity and wildlife crime, support locally led environmental learning initiatives and equip educators and partners with the tools to inspire informed action.

Founded by the celebrated wildlife artist and conservationist David Shepherd, creativity remains core to our work. We harness the power of art and education to help people connect with wildlife, build understanding of the challenges it faces, and generate lasting support for effective conservation action.

Through sustained commitment and partnership, DSWF has helped influence policy, raise awareness and amplify the voice of wildlife

See more at www.davidshepherd.org or on instagram @dswfwildlife or @dswfwildlifeart