



Candidate Pack for Director of Development

Welcome

Dear Candidate

In 1897, Sir Richard and Lady Wallace gifted their exquisite collection to the British Nation so that it could be admired and appreciated by all. The newly refurbished Wallace Collection at Hertford House opened its doors to visitors in 1900 and welcomed 350,000 visitors in the first three months. Since then, the museum has stood out internationally for the incredible diversity and quality of its collection. From Moghul daggers to Fragonard's celebrated painting, *The Swing*, the breadth and scope of the works at Hertford House is breathtaking, and provides endless exciting opportunities for research, display and programming.



Over the last decade, we have made incredible strides. Since 2018, we have been able to deliver world class exhibitions in new purpose built galleries, and we have expanded our reach to encompass new audiences. Our learning programme engages with thousands of individuals, both nationally and internationally, and we are known for our in-depth scholarly catalogues, which share our research on our exceptional holdings. Perhaps most importantly since 2019, we have been able to lend works from the Collection, thereby establishing new partnerships with leading museums worldwide. This year, we are welcoming record numbers of visitors to the museum to explore all we have to offer.

As we enter our 125th anniversary, we are about to embark upon a Masterplan that will seek to address how Hertford House is used by our public. At the core of the project will be the aim to create a world-class visitor experience for all, to improve accessibility and sustainability, and to redisplay key areas of the Collection, including our wonderful galleries of arms and armour, and medieval and Renaissance works. It will be an exciting journey to transform the Wallace Collection and this is, therefore, a compelling opportunity for an ambitious and experienced fundraising leader. We are seeking an energetic individual with a passion for the Collection who can be a driver for change and has the strategic capability to balance competing priorities alongside excellent stakeholder management. This is a unique opportunity to be part of a once in a lifetime project, and I look forward to hearing from you.

Dr Xavier Bray
Director



About us

The Wallace Collection is an internationally outstanding collection which contains unsurpassed masterpieces of paintings, sculpture, furniture, arms and armour and porcelain. Built over the eighteenth and nineteenth centuries by the Marquesses of Hertford and Sir Richard Wallace, it is one of the finest and most celebrated collections in the world. So that it could be kept together and enjoyed by generations of visitors, the collection was given to the British Nation in 1897 and opened to the public in June 1900. It was an astonishing bequest and one of the greatest gifts of art works ever to be transferred into public ownership. The museum is internationally famous for its collection of French eighteenth-century art, Arms and Armour and for its Old Master paintings.

The museum is managed by the Director Dr Xavier Bray, who reports to a board of Trustees appointed by the Prime Minister, and is financed by a combination of grant-in-aid from central government and self-generated income.

We aim to engage with and diversify our audience and, this year we are expecting to attract over 500,000 visitors to the museum.

Our priorities

The Collection is committed to providing access to as wide a public as possible and to helping visitors engage with this diversity. Our goal is to create a place of understanding, cultural pluralism, curiosity and learning. To do this, we plan to create a world-class visitor experience for all ages which stimulates engagement with our collection through a new programme of exhibitions, major gallery refurbishments and an enhanced and expanded digital presence.

Our strategic priorities are to:

- To maintain, research and preserve the Collection for future generations;
- To broaden and deepen visitor engagement, connecting with audiences onsite and digitally;
- To build and support a strong exhibition programme;
- To lay a strong financial foundation for the future; and
- To embark upon a Masterplan programme to transform the museum.



Role summary

The Development Department's key purpose is to increase the generation of philanthropic income in order to enable the Collection to achieve its core aims and sustain and increase the supporter base of the museum. Alongside a fundraising revenue income target, the Development Department is seeking to continue to raise funds for the endowment (currently £10 million) and to complete the museum's Masterplan of capital works.

The Development Director's role is to deliver the revenue, endowment and capital fundraising targets from philanthropic sources, as well as set strategy for the department.

As a member of the Senior Management Team (SMT), the Development Director has input into strategic museum decisions, particularly in regard to income generation. A productive and open relationship with the Collection's Trustees is vital, and the role works closely with the Board and relevant sub-committees of the Board.

Effective internal communication is crucial for the success of role.

The Development Director reports to the Director, and has line management responsibilities for the Development Team, which includes the Head of Development, three Development Officers, the Development Assistant and the Membership Assistant.

Role description

- To develop an ambitious and dynamic fundraising strategy for the Wallace Collection based on the character and strengths of the museum.
- To deliver the revenue, capital and endowment targets from philanthropic sources.
- To lead on strategy and development of the museum's upcoming capital campaign, and closely manage relationships with key stakeholders in the Collection's Masterplan.
- To set strategy for the museum's programme of stewardship, assuring excellent recognition and developing new and innovative ideas for better ways of acknowledging and thanking donors.
- To develop strong professional relationships with the Collection's donors in a warm and personal atmosphere.

Management and Strategy

- To manage and motivate the Development Department, maintaining a collegiate atmosphere for colleagues to flourish while delivering on the Collection's fundraising ambition.
- To assure the full integration of fundraising into the museum's spirit and activities and the close collaboration with all departments.
- To be a proactive voice within the Senior Management Team.
- To develop excellent relationships with key stakeholders, including the Board of Trustees, DCMS (the Collection's sponsor Department), major donors and others.
- To support the Director and other members of the Senior Management Team in meeting the ambitions and aims laid out in the Collection's strategic plan, Making Culture Matter.
- To comply with The Wallace Collection's Equal Opportunities and Health and Safety policies at all times.

Person specification

Knowledge and Experience

- Proven track record of having successfully delivered in a senior leadership role in a fundraising department. You will have shaped and implemented fundraising strategies that have delivered a step change in income and ideally, have successfully led and completed a major campaign.
- Proven track record of developing effective relationships with key stakeholders in similarly complex organisations.
- Experience of developing and managing complex and nuanced relationships with major donors and other senior stakeholders.
- An experienced manager with success in creating, leading, inspiring and motivating a high performing, multi-disciplined team and collaborating with a wide range of colleagues and stakeholders.
- Experience of working in the charitable or arts sector. (Desirable)

Skills and Abilities

- Excellent people management skills and a track record of developing high-performing individuals and teams across a range of different disciplines.
- Strong financial skills and commercial acumen and significant experience of budget management.
- Able to deliver to demanding deadlines in a complex environment.
- Able to represent the Wallace Collection nationally and internationally at the highest level and be respected within peer networks.
- An Innovative and entrepreneurial style with the ability to spot income generating opportunities and push the business forward to increase income.
- A natural networker who builds confidence and trust.
- Ability to engage with an international network of supporters and a willingness to undertake overseas travel.

Values and Behaviours

- Enthusiasm and passion for the Wallace Collection and for the importance of increasing engagement and access to the arts.
- Alignment to The Wallace Collection's shared behaviours and attitudes; communicating clearly, transparently and consistently; having accountability and working as part of a collaborative team towards a common purpose.



Salary, benefits and working hours

The salary for this role is between £90,000 and £100,000 per annum dependent on skills and experience.

The normal working week is a five-day week, Monday to Friday. The normal working day will be 09.00 to 17.00. However, some flexibility will be expected to support the general activities of the Department and museum.

In addition, the post-holder will receive 25 days paid annual leave plus bank holidays and 2.5 'privilege' days. Employees are also offered the following benefits:

- Membership of an Occupational Pension Scheme
 - Alpha - a defined benefit occupational pension scheme (28.97%)
 - Partnership pension account - a stakeholder pension
- Interest free loans after six months satisfactory service
 - Interest free season ticket loan
 - Cycle to work loan
- Eye Tests
- Occupational Health Service
- Annual Flu Jab
- Employee Assistance Programme
 - Services available 24/7 and 365 days per year to all employees
 - Free therapy service of up to six sessions per issue, per year (each session lasts 45-50 minutes)
- First Aiders
- Access to Mental Health First Aiders
- Parental Leave
- Training and Development Opportunities



How to apply

We'd be delighted to consider your application. If you have questions about the appointment and would find it helpful to have an informal conversation, please contact Kieran.Hughes@starfishsearch.com and we will be happy to arrange a call. To make an application, please go to <http://starfishsearch.com/jobs/thewallacecollection-dir-dev> and click on the apply now button, with the following prepared:

- Your CV (no more than three sides)
- A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.

We would also be grateful if you would complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application. The Wallace Collection is an equal opportunities employer and welcomes applications from all sections of the community.

Closing date: Friday 11th October 2024

Preliminary Interviews: w/c 21st and w/c 28th October 2024

Final Panel interviews: w/c 11th November 2024

