



Job Description: (Senior) Development Manager

Reports to: Associate Director of Operations and Development

Place of work: Central London / hybrid

Time: 5 days/week – full time

Contract Length: permanent

Starting date: As soon as possible

Salary: Competitive plus benefits

About IIGCC

IIGCC brings the investment community together to work towards a net zero and climate resilient future. We create change the world needs by unlocking investor action on climate change.

Through our leading work to drive supportive investment practices, policies and corporate behaviours, we help our more than 400 investor members to navigate implementation of climate considerations in portfolios, advocate for a more supportive policy environment, and undertake effective stewardship and engagement with companies, and the wider market, to create practical solutions that can make a real difference in tackling climate change.

We believe that we can best tackle these challenges by working collaboratively across the global investment community. We have co-founded and fostered initiatives, including Climate Action 100+, the Net Zero Asset Managers initiative, Paris Aligned Asset Owners group and Nature Action 100, to catalyse progress.

For more information visit www.iigcc.org and [@iigccnews](https://twitter.com/iigccnews).

The Role

Traditionally funded by membership fees, IIGCC's funding model has changed in recent years with rapid growth in foundation funding – grants from philanthropic foundations now deliver over half of IIGCC's income and include six and seven figure, multi-year grants.

Working within a team of 3, the (Senior) Development Manager will help build IIGCC's growth by driving forward fundraising with trusts and foundations, strategically building relationships and proactively seeking to maximise opportunities. By developing an in-depth knowledge of IIGCC's work, and with an ability to articulate nuanced strategies and the high impact of our activities, you will research and cultivate an expanding portfolio of existing relationships and promising prospects to ensure continued philanthropic support.



The role of development and fundraising at IIGCC is essential to evolving our organisation in a period of rapid growth. The successful candidate will be driven, determined, focused on finding solutions and highly effective at building lasting, influential, and mutually beneficial partnerships. You will have excellent analytical, persuasive writing and project management skills and will be a collaborative team player capable of managing challenging and competing deadlines.

Main responsibilities

- Research and develop opportunities for current and future areas of work
- Develop a pipeline of opportunities, liaise with new and existing funders and work to secure income with a focus on trusts and foundations with potential to give £200,000+ grants.
- Build strong and trusted external working relationships with donors, their staff, and networks to directly influence their decisions and implement strategies to maximise opportunities and income. Use these relationships to leverage repeat funding for ongoing work programmes.
- Develop an excellent knowledge of IIGCC’s work, and, in conjunction with colleagues, present this information coherently and skilfully to funders both orally and in writing.
- Write high quality funding proposals and tailored presentations and coordinate internal teams to gain their input and develop work plans.
- Track donor deliverables and KPIs and liaise internally to prepare, write and/or collate accurate funder reports to agreed deadlines.
- Build excellent internal relationships to engage staff at all levels in supporting donor stewardship to manage prospective and existing donors effectively.
- Represent IIGCC on the fundraising working groups (FWGs) of various initiatives.
- Track, manage and meet donor deadlines, ensuring compliance with funder requirements.

Skills and capabilities

Essential

- Demonstrable experience with trusts/foundations.
- Proven track record of relationship building and producing compelling and successful grant proposals to secure six-figure grants (success with securing seven-figure grants highly desirable).

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- Proactive and tenacious, with the energy and passion to engage people, negotiate, and persuade.
- Confidence in working with senior stakeholders internally and externally, using tact and diplomacy.
- Comfortable working in a fast growing organisation in a start-up environment.
- Adept at engaging and inspiring donors, understanding diverse donor motivations, and skilled at delivering bespoke relationships to meet these aims.
- Demonstrable skill in adapting complex and technical written and verbal communications for a philanthropy audience.
- Organised and methodical approach to planning and delivering against a varied workload, to strict deadlines.
- Able to work collaboratively and independently, manage competing priorities under own initiative and take responsibility for building and managing a pipeline of donor income streams.
- Adaptable, collaborative and positive team player.
- Competency in routine IT tools including Microsoft Office.
- Written and spoken fluency in English.

Desirable

- Knowledge of the institutional investor landscape and/or finance industry
- Knowledge and passion for climate change related issues.
- Experience with major donors, corporate partnerships and/or institutional funders.
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Why work at IIGCC?

People join IIGCC because they care deeply about making a difference in supporting our mission that brings the investment community together to make significant progress towards a net zero and climate resilient future by 2030. In return, IIGCC offers its employees a competitive salary with a wide range of benefits and supportive ways of working. You can find the full list of our benefits [here](#).



Applications

Interested applicants should submit a Curriculum Vitae and a cover letter detailing their relevant skills, capabilities and experience for the role by completing the application form [here](#).

If you have any queries, please email vacancy@iigcc.org.

Recruitment timeline:

IIGCC will review applications on a rolling basis so we would encourage early application.

Starting date: **asap**

Please note:

- Applicants must be eligible to work in the UK.
- Only shortlisted candidates will be notified.
- We do not discriminate on the basis of race, age, gender, sex, sexual orientation, disability, religion, marital status, or any other basis of discrimination prohibited by law.