Development Manager (Science & Engineering) (Maternity Cover)

Department	Alumni and Development (www.strath.ac.uk/alumni/)		
Directorate	Marketing And Development Services (www.strath.ac.uk/mds/)		
Staff Category	Administrative and Professional	**Reference No**	852674
Reports To	Head of Department	**Grade**	8
Salary Range	£48337 - £59390	**Contract Type**	Fixed Term (12 months) - maternity cover
FTE	1 (35 hours/week)	**Closing Date**	06/11/2026
Working Arrangements	Hybrid. The standard requirement across the University is that at least three days per week (based on 1FTE) will be spent working on-site (with flexibility as appropriate).		
Work Location	University of Strathclyde campus, Glasgow		

Job Advert

The Alumni & Development department at the University of Strathclyde would like to invite an experienced fundraiser to join their established major gifts fundraising team for a fixed term role for 12 months (maternity cover). This is an exciting opportunity for a fundraiser to develop their skills in a Higher Education setting. The role holder will benefit from experience developing innovative projects and working with a broad range of prospective donors. You will be responsible for the continuous development of the University's fundraising programmes and, in particular, supporting our renowned Engineering and Science faculties. This role raises funds through the development of relationships with a diverse pool of successful alumni, trusts and foundations and company supporters. You will be someone who enjoys meeting new people, conducting face-to-face meetings with potential donors for major gifts (often gifts of £25,000+). You will support a variety

of fundraising campaigns to advance the University's research and teaching and you will share its vision with donors through compelling funding proposals, cases for support and donor reports. You will be confident working with senior staff across the University to identify, involve and thank major donors. The role is also responsible for the line management of a major gift Development Officer and you will work closely and collaboratively with the wider fundraising teams including 4 major gift fundraisers. You will work particularly closely with the Head of Philanthropy to support new fundraising campaigns and transformational giving opportunities. You will also be part of the department's management team.

Please note that applicants for this role may use tools such as AI to support their application; however, all submissions must accurately reflect their own experience and understanding. The University reserves the right to verify the authenticity of application materials and may reject applications where concerns arise.

Job Description

Main Activities/Responsibilities:

1.	Managing the major gift fundraising strategy – particularly for the faculties of Engineering and Science - conducting c80 face-to-face meetings per annum to secure major gifts (£25,000+) with a personal annual income target of at least £500,000.
2.	Working closely with the Head of Philanthropy, to manage and support fundraising campaigns across the Faculties to secure transformational gifts.
3.	Line managing the Development Officer for Science and Engineering, providing strategic direction and guidance on face to face fundraising asks, proposal writing and project management.
4.	Maintaining close working relationships with faculty staff, including Deans and Heads of Departments. Effectively manage the relationships between major donors and senior University staff including the Principal and his leadership team. This will include hosting meetings; conducting campus tours; drafting proposals and briefings and devising follow-up strategies.
5.	Negotiating gift agreements between the University and major donors, ensuring donors' wishes can be met and the University's responsibilities are clearly defined and adhered to.
6.	Developing and implementing a bespoke stewardship programme for faculty donors (working closely with the Donor Experience Officer) to thank major donors and develop meaningful long term relationships.
7.	Organising and attending high profile cultivation events (dinners, lectures and meetings) in the UK and overseas, to serve as vehicles to raise funds and to strengthen relationships with alumni and potential major donors.
8.	Maintaining a strong, collaborative relationship with the Head of Alumni & Development, deputising on all major gift activities; a proactive member of the Alumni & Development Management team and, where necessary, providing line management support for a small team of major gift fundraisers.
9.	At all times, representing the A&D Office and the University in an exemplary, professional manner, both externally, and internally. Participating in the department, directorate and in the University, attending appropriate team meetings and contributing to planning.
10.	Act as an advisor to all faculties on fundraising best practice and policy, where necessary devising new practices and policies for Campaign fundraising activities.

Person Specification

Educational and/or Professional Qualifications

(E=Essential, i.e. a candidate must meet all essential criteria to be considered for selection, D=Desirable)

E1 Educated to degree level

Experience
E2 Substantial experience in a major gift fundraising environment (securing gifts of £25k+), ideally in a Higher Education setting and including significant experience of securing 5 and 6 figure gifts through face to face meetings and proposal writing.
E3 Demonstrable experience of working collaboratively with senior staff, including an organisation's leadership team, to develop and secure new major gift relationships.
E4 Experience of planning and delivering projects over a multi-year timeframe to a specified income target, including experience of budget management.
E5 Experience of managing and developing fundraising staff.
D1 Experience of interrogating and reporting from a client relationship database (ideally Raisers Edge)
Job Related Skills and Achievements
E6 Extensive knowledge of major gift fundraising strategy, techniques and processes, from the identification of prospects through to cultivation, soliciting, negotiating and stewarding gifts.
E7 Knowledge and experience of applying to and managing relationships with major trusts and foundations (for 5, 6 and 7 figure gift applications) and of negotiating complex gift agreements.
E8 Knowledge and experience of event management and, in particular, in the development of small, exclusive cultivation events for donors and potential donors
Personal Attributes
E9 Strong interpersonal skills with an ability to make persuasive arguments concisely both verbally and in writing.
E10 Confident and innovative; able to generate significant fundraising ideas for innovation and change
E11 A proven ability to manage competing demands on workload and to work autonomously
Other Relevant Factors
E12 Knowledge of legal and regulatory requirements as they affect fundraising in the Higher Education sector, with the ability to advise on all aspects of fundraising best practice and policy.
E13 Willingness to travel, both in the UK and internationally, and to work some evenings/weekends

Application Procedure

Applicants should visit Strathclyde's vacancies portal and complete an online application form including the name of three referees who will be contacted without further permission, unless you indicate you would prefer otherwise. Applicants should also submit a Curriculum Vitae and a covering letter detailing the knowledge, skills and experience you think make you the right candidate for the job. Applicants should also complete the Equal Opportunities Monitoring Form.

The University of Strathclyde encourages the recruitment of disabled and neurodivergent candidates. If you require any reasonable adjustments or support at any stage of the recruitment or application process, please contact us at humanresources@strath.ac.uk, and we will be happy to assist you. This includes supporting you with the option to submit a paper application or a CV instead of completing the online application form.

Interviews

Interviews are scheduled to take place on 25 November 2026.

The University is a Disability Confident Employer and operates a guaranteed interview scheme for disabled candidates who meet all the essential criteria for the post that they are applying for.

Other Information

Further information on the application process and working at Strathclyde can be found on our website (http://www.strath.ac.uk/hr/workforus).

Informal enquiries about the post can be directed to Karen Boyle, Head of Alumni & Development (karen.boyle.100@strath.ac.uk).

Conditions of Employment

Conditions of employment relating to the Choose a Staff Category. staff category can be found at: Conditions of Employment.

Rewards and Benefits

Our comprehensive benefits package, including generous annual leave, family-friendly benefits, flexible work options, and a commitment to continuous learning, reflects our appreciation for the valuable contributions of our colleagues.

We understand that each staff member has unique priorities and lifestyles, so our diverse benefits ensure there is something for everyone, details of which can be found on our Rewards and Benefits webpage.

- **Financial Rewards:** We provide attractive financial packages, including competitive salaries, relocation support for employees and a generous pension scheme, with university contributions of 14.5%.
- **Work-Life Balance:** We are dedicated to enhancing healthy work-life balance for our employees. We offer generous annual leave, an additional annual leave purchase option, flexible and agile work arrangements.
    - Annual Leave: Generous entitlement of 31 days, in addition to 11 public holidays and University closure days.
    - Additional annual leave purchase: Option to request purchase of 2 weeks' additional annual leave per year.
    - Flexible and agile working: The University provides flexible work arrangements. You can request arrangements that fit you and your role, such as hybrid, part-time, compressed hours, term-time, adjusted shifts, staggered hours. These requests can be made from the first day of your employment.
- **Family Friendly Benefits:** We offer a variety of enhanced family-friendly benefits to support our employees in balancing work and family responsibilities. These include Maternity Leave, Paternity/Maternity Support, Adoption Leave, Shared Parental Leave, Parental Leave, Carers Leave and support, Family Friendly Research & Scholarship Leave, and access to our on-campus nursery.
- **Career Development:** Our commitment to personal development is reflected in initiatives such as professional courses, subsidised educational programs, coaching and mentoring, leadership development, secondment opportunities, and access to our library.
- **Health & Wellbeing:** We place high importance on the safety, wellbeing, and health of all our staff and offer discounted Strathclyde Sport membership, an Employee Assistance Programme (EAP), Occupational Health Service, and Cycle to Work scheme.
- **Recognition Awards:** At Strathclyde, we place a strong emphasis on acknowledging and rewarding our staff's commitment and exceptional contributions. This is demonstrated through our Long-Service Awards and our Values-based Strathclyde Medals.

Pre-Placement Health Screening

If you are offered a job with us, you will be encouraged to let us know about any disability, medical condition, or neurodivergence you have by completing a confidential pre-placement health questionnaire. Completing the questionnaire is entirely voluntary but by doing so we can put in place the right support and make any reasonable adjustments before you start.

Probation

Where applicable, the successful applicant will be required to serve a 12 month probationary period.

Pension

The successful applicant will be eligible to join Universities' Superannuation Scheme. Further information regarding this scheme is available from Payroll and Pensions.

Relocation

Where applicable, the University offers a relocation package to support new employees who meet the eligibility criteria. The relocation package is offered as a contribution towards costs incurred, and is designed to be flexible, allowing staff to use the financial support available in the way that will be most helpful to them. Further details are outlined in the Relocation Policy.

Equality and Diversity

The University of Strathclyde is a socially progressive institution that strives to ensure equality of opportunity and celebrates the diversity of its student and staff community. Strathclyde is people-oriented and collaborative, offering a supportive and flexible working culture with a deep commitment to our equality, diversity and inclusion charters, initiatives, groups and networks.

We strongly encourage applications from Black, Asian and minority ethnicity, women, LGBT+, disabled candidates and candidates from lower socio-economic groups and care-experienced backgrounds.

The University currently holds an Athena Swan **Silver award**, recognising our commitment to support and transform gender equality within higher education and research.

University Values

The University's Values capture what we're all about: who we are, what we believe in and what we stand for. Our Values have been derived from how we act and how we expect to be treated as part of Strathclyde.

In delivering **our People Strategy**, we will contribute, act, and make decisions guided by these values.

- **People-oriented:** committed to our staff and students, providing opportunities, and investing in their development.
- **Bold:** confident and challenging in what we do, and supportive of embracing appropriate and managed risk in our decision-making.
- **Innovative:** focused on discovering and applying knowledge with impact and encouraging creative thinking and new ideas.
- **Collaborative:** working together, with our colleagues and external partners, with integrity and in an open, respectful way.
- **Ambitious:** for our institution, staff and students as well as supporting the ambitions of our partners.