

INSTITUTE OF CONTEMPORARY ARTS

Job Description

Job Title: Senior Development Manager

Salary: £42,849 – £45,000

Reporting to: Director of Audiences and Business Growth

Contract: Permanent, full-time

Location: Hybrid, London

Deadline for application: 17th August 2026, 10am

About the ICA

The Institute of Contemporary Arts is a leading multi-arts centre in the heart of London, overlooking St James's Park. With an iconic history as an incubator for artistic talent – from Amy Winehouse and Stormzy to Basquiat, Damien Hirst and Lubaina Himid – the ICA has long been at the forefront of contemporary culture.

Housed in a magnificent Georgian Grade I listed building with a public entrance on The Mall, the ICA offers a diverse range of hireable spaces, including private rooms, cinemas, a gallery, bar, and a theatre/live music venue. Our spaces host a wide variety of events, from films, photoshoots and weddings to corporate receptions, dinners and full venue takeovers.

About the role

The Senior Development Manager leads the Development Team (with the exception of the Principal Gifts Officer) to support and deliver the fundraising strategy across individual, trusts and foundations, statutory grants and corporate partnerships.

The role focuses on increasing multi-year gifts alongside the development of giving programmes including patrons and fundraising campaigns. Alongside this, the poster holder will act as a champion for development operations including managing donor stewardship, prospect pipelines, financial reporting, fundraising, donor and prospect events, good practice and donor CRM.

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Key Responsibilities

Strategic Leadership

- Working closely with the DABG to develop a multi-year fundraising strategy.
- Meet annual income targets across all revenue streams.
- Work with the DABG and artistic team to align fundraising with artistic goals.
- Oversee financial progress and pipelines to support the DABG strategic reports for the Board and key stakeholders.

Income Generation and Relationship Management

- Cultivate and develop relationships with individuals and major donors.
- Lead report management of compelling, high- and mid-value grant applications to trusts and foundations.
- Manage the development of corporate sponsorships, activations, and brand partnerships.
- Oversee public funding bids (e.g., Arts Council England).

Campaigns and Individual Giving

- Oversee the Patrons programme and other annual-giving schemes.
- Oversee the management of individual giving campaigns, including the ICA's annual match-fund campaign.
- Support with the development of legacy-giving programme and capital fundraising campaigns.
- Deliver high-profile cultivation and networking events.

Management and Compliance

- Lead, mentor, and evaluate the development team.
- Manage the department budget and return-on-investment tracking.
- Ensure strict compliance with GDPR and fundraising regulations including financial regulations
- Oversee data integrity within the CRM system (Spektrix).

This is not, however, an exhaustive list of duties and the ICA's management may, at any time, allocate other tasks which are of a similar nature or level.

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About You

Experience:

- Proven track record of securing five- and six-figure gifts.
- Experience managing fundraising teams within the cultural or charity sector.
- History of successful bids to major trusts and public funding bodies.
- Experience in developing corporate relationships and partnerships.

Skills and Attributes:

- Exceptional written communication and storytelling skills.
- Strong networking, negotiation, and interpersonal abilities.
- Excellent financial acumen and budget management skills.
- Passion for the arts and creative industries.

Why Join Us?

This is an exciting opportunity to be part of a historic and forward-thinking cultural institution, contributing directly to its commercial sustainability while working in a unique and prestigious setting.

To apply, please share details of your CV and cover letter to jobs@ica.art