

CREATE ARTS.ORG.UK

APPLICATION PACK

HEAD OF DEVELOPMENT (GRANTS / MAJOR GIFTS)

**CREATE BELIEVES
IN THE POWER
OF THE CREATIVE
ARTS TO PROMOTE
INCLUSION,
EMPOWER LIVES
AND INCREASE
ACCEPTANCE.**



JOIN OUR TEAM

Create is the UK's leading charity empowering lives, reducing isolation and enhancing wellbeing through the creative arts. Our focus is on engaging participants in inspiring, sustainable arts programmes in areas where provision is poor and engagement in the arts is therefore low. We know that unleashing creativity ignites imaginations, develops confidence and builds relationships. Like setting off a firework, our professional artists light the touch paper and our participants discover new found self-belief and a desire to try more, do more and be more.

We design and deliver creative arts workshops to engage people who don't normally get the chance to be creative. More than 95 projects each year bring the most vulnerable children or adults together, tackling isolation and loneliness, building skills and promoting wellbeing. Visual art workshops enable young people with serious mental illness to express their feelings and emotions; creative writing projects give homeless adults a voice with which to tell their own stories; dance workshops provide isolated young carers with the freedom to make new friends; and music enables vulnerable older people to bond over shared memories.

This is a hugely exciting time to join Create as we aim to double the reach and impact of our work by our 25th anniversary in 2028, and continue expanding our work in the North West.



WHO WE WORK WITH

To ensure we reach participants in the areas of greatest need, we prioritise partner organisations that receive little or no provision from other arts providers. We select these using poverty indices and government statistics on areas of deprivation alongside data including: disability; pupil premium/entitlement to free school meals; and use of English as an additional language. When choosing locations, we also consider under-provided "Priority Places" such as those identified by Arts Council England and BBC Children in Need.

OUR EIGHT KEY GROUPS

- Children in care / care leavers
- Disabled children and adults
- Schoolchildren in areas of deprivation
- Young psychiatric hospital patients
- Young and adult carers
- Vulnerable older people
- Prisoners
- Marginalised children and adults (including refugees, migrants, and survivors of modern slavery)

During 2025/26, we worked with 2,509 participants:

55%

aged 5-18

21%

aged 60+

60%

eligible for free school meals

England average 25.7%

48%

of the global majority

50%

with special educational needs / disabilities

CREATE ENABLES SOCIETY'S MOST DISADVANTAGED PEOPLE TO CONNECT, BUILD SKILLS AND IMPROVE THEIR WELLBEING. WE ARE PROUD TO BE SUPPORTING THE CHARITY'S EXPANSION IN THE NORTH WEST, USING THE POWER OF THE CREATIVE ARTS TO ENHANCE MORE LIVES IN AREAS OF DEPRIVATION, WHERE THERE IS GREATEST NEED. THESE OPPORTUNITIES PROVIDE A POSITIVE AND LONG-LASTING VALUE FOR PARTICIPANTS AND THEIR LOCAL COMMUNITIES, AND WE ARE DELIGHTED TO BE PART OF THIS IMPRESSIVE JOURNEY.

Stuart Hobley, Director, The Linbury Trust

CREATIVITY IS INTEGRAL TO YOUR PHYSICAL AND MENTAL WELLBEING. IT ENRICHES AND NOURISHES YOUR SOUL.

Create Participant

WE SHOULD ALL HAVE SOME EXPOSURE TO CREATIVE ACTIVITY. SUPPORTING ORGANISATIONS LIKE CREATE IN HELPING TO GET THE BEST OUT OF PEOPLE IS A WAY OF DOING THAT.

Peter Estlin, 691st Lord Mayor of the City of London

Create Participant

CREATE GIVES ME A BREAK AND ALLOWS ME TO SEE THE POSITIVES IN MY CARING ROLE AND THE POSITIVES IN LIFE. THE WORKSHOPS GIVE YOU A COUPLE OF HOURS NOT TO HAVE THE STRESS OF CARING AND JUST BE A KID AGAIN.

CREATE IN NUMBERS



50,430

participants have taken part in our projects since 2003



206

professional artists worked for Create since 2003



17,167

workshops have taken place since 2003



421,875

hours of contact with participants since 2003



£14,433,907

income raised

DIGITAL SPACE

Our fast-growing social media presence includes:



4,135

X followers



5,802

Instagram followers



1,531

Facebook followers



1,598

LinkedIn followers

AWARDS

146

awards since 2012

INCLUDING



Recognising leadership and professionalism

Winner
Charity of the Year

IN 2025/26

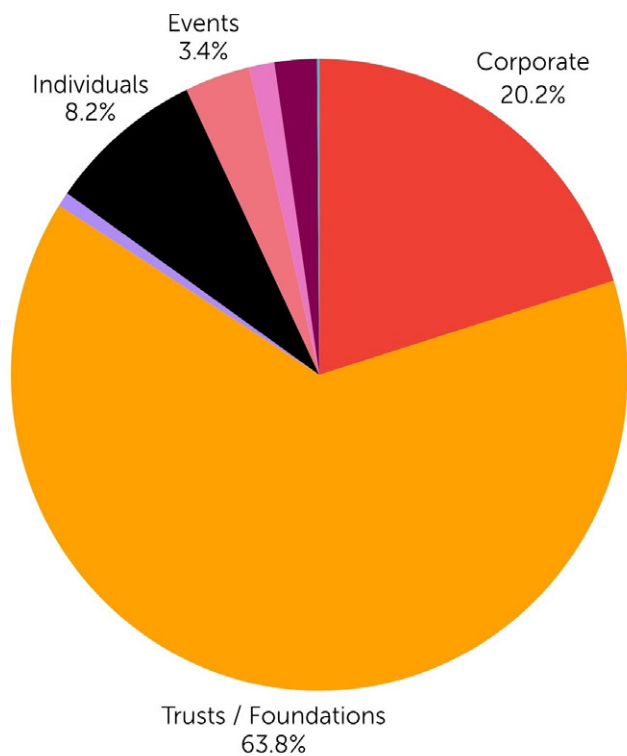
14 Koestler Awards



Shortlisted for 'Marketing Partnership of the Year' at the Business Charity Awards for our partnership with smart UK

**ThirdSector
Business
Charity
Awards**

INCOME BREAKDOWN



- Trust / Foundations - £1,122,343
- Corporate - £354,883
- Individuals - £143,555
- Events - £60,175
- Bank interest - £39,012
- Fees / Ticket sales - £23,362
- Community Fundraising - £13,049
- Public Sector - £2,097





inspired:arts performance at Sadler's Wells in partnership with Create Patron, Sir Matthew Bourne OBE

THE ROLE

SUMMARY OF POSITION

Create is seeking a dynamic, ambitious, driven, fundraiser (grants/major gifts) with strong strategic skills, an exemplary income generation track record, and a passion for the power of the creative arts. This Senior Leadership Team position reports directly to the Chief Executive and manages a small team.

Do you believe in the power of the creative arts to connect, empower and upskill isolated and vulnerable children and adults? Are you passionate about relationship building, storytelling, meeting targets and changing lives? Are you excited to use your extensive senior-level fundraising experience, knowledge and contacts to lead Create's income generation from Trusts & Foundations (T&F), public sector and High Net Worth Individuals (HNWI)?

As Head of Development (Grants / Major Gifts) you will drive the fundraising strategy and use your exceptional bid writing, storytelling and interpersonal skills to generate significant levels of income from T&F, the public sector and HNWI. Your vision and leadership will play a key role in the charity's income development. We are seeking a driven, resilient, highly experienced fundraising leader who can help us achieve our ambitious growth targets.

Create has seen its fundraising increase significantly in recent years, as it fulfils its ambitious plans to double its reach and impact across the UK by its 25th anniversary in 2028. The Head of Development (Grants / Major Gifts) will work alongside the Head of Corporate Development (HCD).

POSITION WITHIN ORGANISATION

- Reports to Chief Executive (CE).
- Works alongside Head of Corporate Development (HCD) and Director of Communications.
- Manages Senior Development Executive (Grants) and Development Officer (Grants).
- The CE's Executive Assistant (EA) supports individual giving stewardship and community fundraising.

TERMS AND CONDITIONS

Create is a caring employer, committed to wellbeing, team spirit and enabling all members of the team to share in the impact of the charity's work.

- Offered at full-time though Create welcomes requests for reduced or part time hours to a minimum of 0.8 FTE.
- Salary: £45,000-£50,000 per annum depending on experience.
- Holiday: 25 days (including 3 faith days*) + 8 Public Holidays. 2 further days after 5 years' service.
- A beautiful office based in the City of London. Hybrid working is available following induction period. Our current policy requires a minimum of two days per week in the office.
- 35-hour week: standard office hours are 9.30am-5.30pm, Monday to Friday with an hour for lunch. Work outside these hours is required on occasions. (eg: attending networking/fundraising events).
- The opportunity to visit projects and Showcase events, including hosting funders/prospects.
- As part of Create's Green Action Plan, the charity offers the Cycle to Work scheme. T&C Apply.
- In line with Create's Safeguarding Policy, all staff are required to have a Disclosure and Barring Service (DBS) check, which Create will carry out upon appointment.

** Create closes the office over the Christmas period. For staff members who celebrate other faith days, however, the charity is happy to discuss alternative dates.*

Create is committed to a policy of equal opportunities embracing diversity in all areas of activity and welcomes applications from disabled people and people of all ethnicities.



KEY RESPONSIBILITIES

Strategy

- Develop the fundraising strategy in collaboration with the CE and HCD.
- Implement the fundraising strategy for T&F, public sector grants and Individuals.
- Secure significant levels of project and core funding to agreed targets. During 2025/26, T&F grants brought in 64% of our income; individual donations 8%.
- Attend Senior Leadership Team meetings and contribute to Create's organisational strategy and long-term sustainability.

T&F / public sector Fundraising

- Research, approach and secure grant funding from T&F and the public sector.
- Write compelling bids to T&F, local authorities, government departments and Arts Council England based on their interests, history, priorities and funding capacity.
- Produce individually tailored budgets, forecasts and other financial documents in line with the funder requirements.
- Complete funder-specific evaluation reports with support from the Impact Executive.

Individual Giving

- Prospect for and build relationships with HNWI.
- Oversee the annual fundraising Gala event, which is project managed by the CE's EA.
- Drive approaches through written correspondence, telephone conversations and face to face/online meetings, ensuring that these are personal, tailored and tracked.

Planning and Team Management

- Manage and appraise the development team ensuring meticulous stewardship of all funders and overseeing the bid writing of the Senior Development Executive (Grants).
- Identify shortfalls in performance and prepare / implement contingency plans to ensure financial targets are met.
- Ensure the smooth transition from development activity to project delivery, working closely with the programme team.

Relationship Management

- Support the CE in the development of key relationships.
- Attend meetings with funders and prospects, cultivation events, project days and networking events.
- Ensure written documentation is produced within Create's house-style and meticulously checked before distribution.
- Ensure the CRM database is maintained with details of all funders and targets including approaches made, funding secured, correspondence, personal contact, etc.

General

- Demonstrate a passion and enthusiasm for Create, its vision and strategy, and work as an effective part of the team delivering and supporting that strategy.
- Share Create's commitment to safeguarding and promoting the wellbeing of our participants. Our Safeguarding Children and Vulnerable Adults Policy can be found [here](#).
- Ensure the department maintains GDPR and PECR compliance in all aspects of its communications and the way data is processed and retained.
- Undertake any other duties that may be reasonably required by the CE.

PERSON SPECIFICATION

Qualifications

- Qualified at degree level or equivalent experience.

Essential Skills and Experience

- A passion for the creative arts and Create's mission and values.
- Significant, senior level experience of raising donations/grants from individuals/grant-giving bodies to agreed targets.
- Target-focused and results-driven with an ambition to drive targets forward and exceed expectations through effective time management, prioritisation and planning skills.
- Experience of leading, motivating and managing a small team.
- Outstanding written and verbal communication skills and a passion for the power of storytelling.
- Good numeracy and budgeting skills.
- Ability to work to strict deadlines and remain calm under pressure.
- Self-motivation and ability to work on own initiative, independently, without direct supervision and manage performance effectively.
- Outstanding interpersonal skills, with the ability to interact with people from all backgrounds and ages with confidence, using tact and diplomacy.
- A methodical approach and eye for detail.
- Use of AI to support effective research and bid-writing.
- A good network of contacts that can be harnessed.
- An understanding of and a commitment to diversity, equity and inclusion.

Desirable Skills and Experience

- Salesforce or similar to track fundraising. Salesforce training can be given.
- Network Mapping and developing relationships with HNWI.
- Delivering Campaigns (eg The Big Give).
- Arts Council England NPO/project grant bid writing.
- An understanding of safeguarding data, confidentiality, safe working practices and GDPR



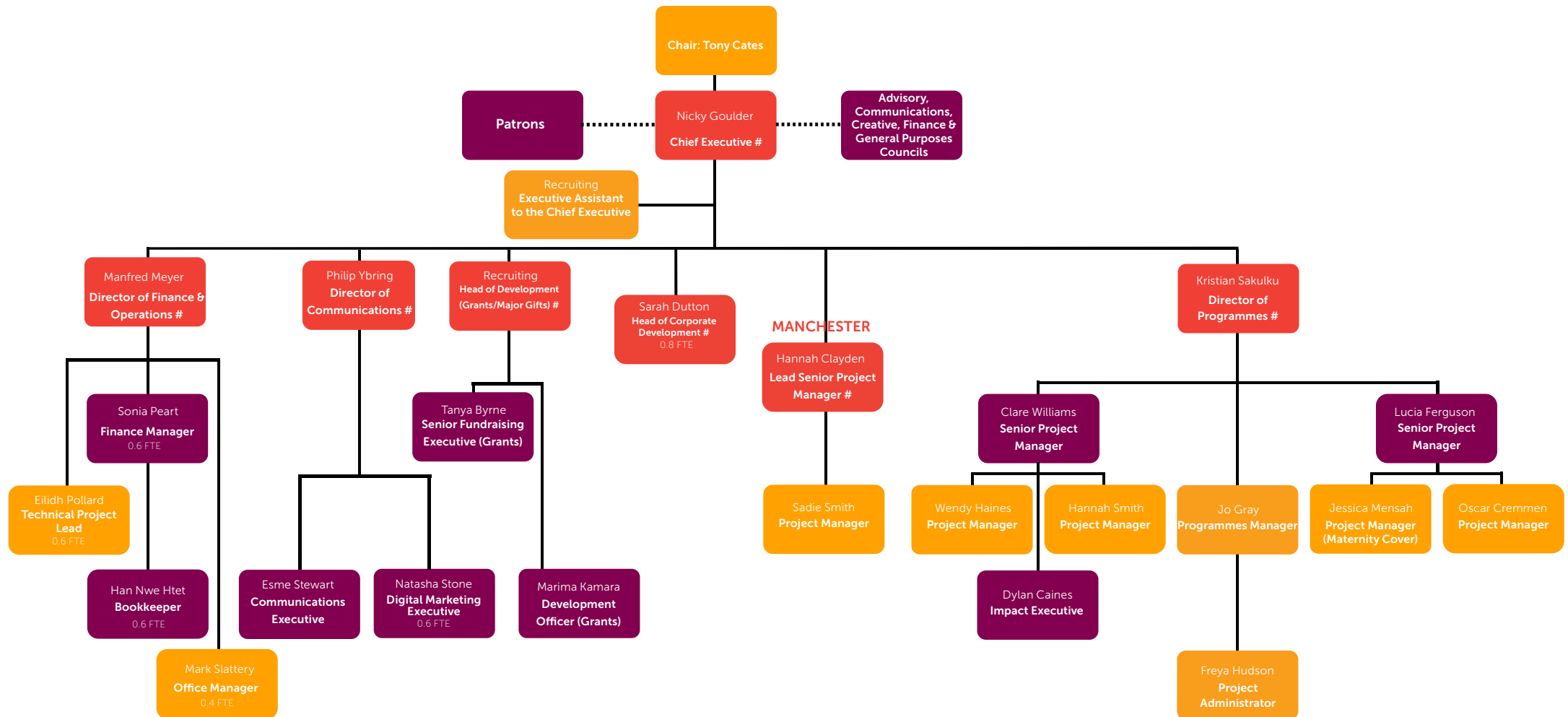
I HAVE FOUND MY VOICE THROUGH CREATE'S ARTS PROGRAMMES. EVEN WHEN I FEEL A BIT OUT OF MY DEPTH USING NEW TECHNIQUES, I STILL FEEL COMFORTABLE HERE.

Create participant



ORGANISATIONAL STRUCTURE

- denotes membership of the Senior Leadership Team





HOW TO APPLY

The deadline for applications is 9am on **Monday 20 July 2026**

1st Interviews: Thursday 23 July at Create's offices

2nd Interviews: Wednesday 29 July at Create's offices

To apply, please send a completed application form with a short email providing a telephone number where you can be contacted in confidence. Please also attach an example of a proposal/bid that you have personally written for a significant grant.

The completed application form and example proposal/bid can be emailed to recruitment@createarts.org.uk (please type the job title in the subject field).

Download the application form [here](#).

**WE ARE PROUD TO SUPPORT
CREATE AS OUR WHITE
STUFF CHARITY PARTNER.
THE HUGE IMPACT THEY
MAKE TO THE LIVES OF THE
PEOPLE THEY WORK WITH IS
TRULY REMARKABLE - THEIR
PASSION, CREATIVITY, AND
COMMITMENT SHINE THROUGH
IN EVERYTHING THEY DELIVER.
WE CAN'T WAIT TO SEE WHAT
WE ACHIEVE TOGETHER IN
THE YEAR AHEAD.**

Tracey Verghese, Managing Director, White Stuff



FURTHER INFORMATION

Sherry Delorino
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[@createcharity](https://www.instagram.com/createcharity)

Registered charity number 1099733