



Supporter Development Officer – Major donors

Salary: £26-30k pro rata

Location: flexible within UK and Ireland (home based)

**Contract Type: Permanent Part time
(0.4-0.6FTE considered)**

Are you passionate about supporting people who would like to play a part in supporting global mission with their giving? Are you looking for a change of direction which enables you to make a meaningful contribution to a charitable organisation? Would you like to improve your work/life balance and feel you are making a difference?

The Langham Partnership is a global movement working to equip and resource indigenous leaders around the world to multiply disciples in their families, churches and communities.

In the role of Supporter Development Officer (Major donors) (SDOMD) you will be part of a small, friendly and committed team supporting donors and supporters of Langham UK and Ireland. Your role will be recruiting, developing and supporting Langham's key donors across the UK and Ireland.

You will preferably have experience in supporter development within a charity setting, also knowledge and experience of churchmanship across UK and Ireland. You'll have an enthusiastic, can-do approach and be an excellent team player.

Does the above sound an exciting proposition? Then please get in touch – we would love to hear from you. To apply please email a covering letter and CV to Simon Foulds, Supporter Development Manager. Applications will close on the 31st October. Email: simon.foulds@langham.org

If you have any further questions Simon can also be contacted on 07941 955985.

As the position will involve communicating and sharing about the work and ministry of Langham, applicants must be committed to the [Langham Partnership's Statement of Faith](#).

Applicants must have the right to work in the UK

Background on Langham

Our vision:

Langham's vision is to see churches in the Majority World equipped for mission and growing to maturity in Christ through the ministry of pastors and leaders who believe, teach and live by the Word of God. 61% of the world's believers reside in the non-Western world. Langham walks in the hard places of poverty, pressure and potential.

Who we are:

Langham Partnership UK and Ireland (LPUKI) is a senior partner in the 6 partnerships which, linked together under a protocol document and an international council, together raise the funds and oversee the strategy of Langham's international Christian mission and ministry serving in more than 90 nations. There are 42 Langham staff working in the UK and Ireland. The Langham Service Centre (purpose-built in 2021) is based in Carlisle and approximately 16 staff members work from there with the rest home-based.

Further information on Langham's mission as well as copies of prior year financial statements can be found at: <https://uk.langham.org>

The Langham group has a growing annual global turnover of about £5m and, including around £1.6m UK income and expenditure, much of this cash flows through the UKI accounts which acts as 'banker' to the group.

You would be part of LPUKI's fundraising and development team consisting of the Supporter Development Manager (member of the Senior Leadership Team), Media producer, SDO – Ireland, SDO – Volunteers, SDO – Youth engagement, SDO- Regular giving, Marketing and CRM consultant and Executive Assistant, who also supports the rest of the SLT.

Role of Supporter Development Officer – Major donors

The post holder will be responsible for identifying, cultivating, soliciting, and stewarding a portfolio of high-net-worth individuals, trusts, and foundations capable of making significant financial contributions to Langham Partnership UKI. This role is crucial in securing the financial resources needed to sustain and expand our vital work of strengthening the church in the Majority World.

Key Responsibilities:

1. Major Donor Portfolio Management:

- Develop and manage a portfolio of approximately 60-80 major donors, with a focus on cultivation, solicitation, and stewardship.
- Devise and implement individualised cultivation and solicitation strategies for each donor, tailored to their interests and capacity.
- Conduct regular meetings, calls, and correspondence with donors to build strong, lasting relationships.
- Prepare compelling proposals, reports, and presentations for major gift solicitations.
- Ensure timely and accurate recording of all donor interactions and progress in the CRM system.
- Maintain a high level of donor retention and upgrade gifts wherever possible.

2. Prospect Research and Identification:

- Proactively research and identify new major donor prospects from existing networks, public databases, and other sources.
- Work collaboratively with the Supporter Development Manager and other team members to develop a robust pipeline of potential donors.
- Analyse wealth indicators, philanthropic interests, and connections to Langham Partnership's mission.

3. Relationship Building & Engagement:

- Represent Langham Partnership UKI at events, conferences, and meetings to network and cultivate relationships.
- Organise and host bespoke events and engagement opportunities for major donors and prospects.

- Facilitate opportunities for donors to engage directly with Langham Partnership's global leaders and programme beneficiaries (where appropriate and feasible).
- Communicate the impact of donor contributions effectively and inspiringly.

4. Strategic Planning & Reporting:

- Contribute to the development and implementation of the overall fundraising strategy, with a particular focus on major gifts.
- Set ambitious yet achievable fundraising targets for the major donor portfolio.
- Provide regular, accurate reports on major donor fundraising activities, income, and pipeline to the Supporter Development Manager and senior leadership.
- Participate in team meetings and contribute to a collaborative and results-oriented fundraising culture.

5. Stewardship & Recognition:

- Develop and implement creative and impactful stewardship strategies to ensure donors feel valued and appreciated.
- Ensure timely and personalised acknowledgement of all major gifts.
- Coordinate appropriate recognition for major donors, in line with Langham Partnership's policies and donor preferences.

Person Specification

In addition to the table, 3 key aspects:

1. **Passion:** Above all, you should have a passion for the mission and ministry of Langham UKI and not simply be seeking a charity position. You should have had some involvement in similar or related organisations, professionally or personally, and be able to demonstrate a genuine interest about Langham UKI, probably based on your Christian commitment.
2. **Initiative and Independence:** You must be confident working independently, be able to engage others and harness their skills and abilities, be reliable and communicative and above all be able to take the initiative. The ability to build relationships at a distance is critical.
3. **IT ability:** You should be well acquainted with Word, Excel, Outlook, and video conferencing.

Essential	Desirable
Experience	
<ul style="list-style-type: none"> • Proven track record of successfully identifying, cultivating, soliciting, and stewarding major gifts from individuals, trusts, or foundations, with demonstrable experience in securing five and six-figure gifts. • Strong understanding of fundraising principles, donor development cycles, and best practices in major gift fundraising. • Excellent written communication skills, with the ability to craft compelling proposals, reports, and correspondence. • Highly organised with excellent project management skills and the ability to manage multiple priorities effectively. • Proficiency in using CRM systems for donor management and reporting. 	<ul style="list-style-type: none"> • Experience working in a Christian ministry or international development organisation. • Knowledge of the global church and its challenges. • Experience with legacy fundraising.
Competencies	Other qualities
<ul style="list-style-type: none"> • Exceptional interpersonal and communication skills, with the ability to build rapport and trust with a diverse range of individuals. • Self-motivated, proactive, and results-oriented, with a strong work ethic. • Ability to work independently and as part of a team. 	<ul style="list-style-type: none"> • Knowledge of charity law and fundraising regulations. • Ability to develop relationships with the team and externally with Langham associates both face to face, in writing and via video conferencing. • Empathy with the Christian ethos and mission of LPUK and Langham Partnership should be demonstrated. Regular

<ul style="list-style-type: none"> • Willingness to travel regularly within the UKI and occasionally internationally. 	<p>worshipping member of a church fellowship.</p> <ul style="list-style-type: none"> • Highest level of personal and professional integrity, ability to identify ethical dilemmas and suggest appropriate solutions.
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These are the normal duties which the employer requires at the date of appointment. However, it is necessary for all staff to be flexible and all employees may be required from time to time to perform other duties as may be required by the employer for the efficient running of the organisations. This job description does not form part of the contract of employment

Salary and Other Benefits

Remuneration: Within the range £26-30k pro rata per annum depending on experience

Hours of work: Part time - Between 15-22.5 hours per week Monday to Friday, although hours may differ and can sometimes be outside the general 9-5pm working day due to the need of the role.

You may be expected occasionally to work such hours in addition to these hours as are reasonably required for the proper performance of these duties.

Place of Work: Home working, some visits to Carlisle (Langham Service Centre) for induction, team days, connection with fundraising and marketing team would be expected. Accommodation and travel expenses would be provided.

Holidays: 25 Pro rata paid working days in addition to UK public holidays and those working days falling between Christmas and New Year. (Pro-rata for part time)

Pension: LPUKI will pay pension contributions at 8% of your salary

Christian commitment (Genuine Occupational Requirement)

This position carries membership of the LPUKI fundraising and marketing team and therefore the requirement to act in an ambassadorial role for Langham. The post holder will be required to demonstrate Christian commitment and an obvious

attitude, motivation and devotional rhythm as a result of their faith. Our Staff Handbook expresses this:

As this attitude and motivation come only from a relationship with Christ, it becomes a Genuine Occupational Requirement (GOR) that most of our staff are committed Christians. Roles that have significant leadership, or that are central to fulfilling our aims and purposes, or developing and maintaining our Christian ethos, will always be held by committed Christians. There are other roles that have key spiritual elements that can only be carried out by a committed Christian. It is also essential that these attitudes and behaviours continue, so we expect our staff to act in good faith and with loyalty to that relational ethos and to evangelical Christian standards of behaviour. Failure to do so may result in disciplinary action.

All job offers are subject to receipt of satisfactory references.

Application Process

To apply for the above role, please email Simon Foulds (Supporter Development Manager LPUK) simon.foulds@langham.org a letter explaining why you would like to be considered for the role and how you meet the requirements of the position, along with a copy of your CV.

If you would like to discuss the position and job requirements, please don't hesitate to email or phone (07941955985) Simon. Some potential 'FAQ's about the role are included below.

Applications will close on 31st October 2025.

Potential 'FAQs'

Who will be my line manager?

You will report to the Supporter Development Manager (Simon Foulds). There will be direct contact and work from the National Director as well.

How would homeworking operate?

All staff are provided with equipment to support homeworking.

The computer systems used are cloud-based to support remote working.

Most Langham Partnership UKI staff are home-based and a number of initiatives are in place to foster a good team spirit and ensure pastoral care of staff.

Do I need to travel to Carlisle and how often?

Langham staff have found that homeworking works well, and structures such as a weekly staff zoom, have helped staff feel very connected, even at a distance.

There is no set rhythm for travel to Carlisle. There are generally 2 'team days' per year. Then another 2 fundraising and marketing team days usually based in Carlisle. The team is dispersed across the UK - London, Nottingham, Bangor, Cardiff, Newcastle and Cumbria.