

TURNER SIMS Southampton

Development and fundraising consultant brief

Introduction

Turner Sims Southampton is seeking an experienced fundraising specialist, preferably with culture, music and engagement experience, to develop a new, comprehensive fundraising strategy for the organisation.

The plan will enable the delivery of our ambitious future strategy, developed in 2020 through consultation with a wide range of stakeholders and adopted by the Turner Sims Strategic Board in early 2021. Over the next five years we intend to transform our respected programmed concert hall into a dynamic music hub engaging with diverse audiences from within the University of Southampton (UoS) and Southampton.

Objectives

We are seeking a consultant who can work with us to progress three specific areas:

1) Develop a fundraising strategy and plan which enables us to achieve our vision.

Areas to focus on, but not be limited to, include the following:

- Identification of potential sources of funding for core costs and project support, including trusts and foundations, local businesses, potential partners and individual giving.
- Exploring how to optimise ambitions for programme and engagement activity to attract new funding sources e.g. bringing prospective funders on the journey with TS
- Guidance on how best to approach potential funders and frame applications for funding.
- Assessment of membership fee levels and benefits (eg Turner Sims Friends) and comparison with similar schemes elsewhere
- Proposals to upgrade the existing membership offer and significantly increase the number of members and net income generated

2) Outline the resources required in both staffing and funding to enable the activity described in (1) to be developed and delivered.

3) Produce a timetable for action.

Background to Turner Sims Southampton

Turner Sims is a 350 seat concert hall, part of University of Southampton and located on its main Highfield Campus.

Pre-Covid it presented a high quality programme of promoted concerts of 70-80 concerts per year, over two seasons. It has been part of the University since opening in 1974 and is an Arts Council England (ACE) National Portfolio Organisation (NPO).

Within the University, Turner Sims is part of the Arts and Culture department, and run by a dedicated team of 2 full-time and 9 part-time staff plus casual staff and volunteer ushers. It is supported by back office support from the University's Finance, HR, Estates, Legal and Development teams.

Turner Sims receives core University funding and grant funding from ACE. Further income is generated through ticket sales, bar, hires, a Friends scheme (managed in-house), individual donations to general funds and specific initiatives (eg the Piano Circle), and support from trusts and foundations towards specific project activity.

Timescale

The work should be carried out in July and August 2021 so as to inform our business planning for the 2021-22 and 2022-23 financial years. Key dates are as follows:

Wednesday 7 July	Deadline for applications
12 -14 July	Interviews
July/August	Audit of activity and conversations with stakeholders
Tuesday 31 August	Delivery of final strategy

Fee and submission requirements

Turner Sims has a sum of £4,000 plus VAT available for this piece of work. If you wish to submit a proposal, please include the following details in addition to an outline methodology for the project:

- Details of all personnel to be involved in the project, with short biographies
- A detailed budget, including daily rates for all personnel and the number of days' work anticipated
- CV

Applications should be sent by email, with the subject heading 'Consultant brief' followed by the title of the brief, to:

Kevin Appleby, Concert Hall Manager, Turner Sims Southampton at kma@soton.ac.uk

Please email Kevin Appleby if you would like further information or an informal conversation about the brief in advance of submitting an application.

Other consultant briefs

Turner Sims is currently seeking consultants to undertake activity relating to communications and audience development, development and fundraising, engagement, and equality, diversity and inclusion. Consultancies with skills and experience in these areas are welcome to submit bids for all four briefs. Details of the briefs can be found on the Turner Sims website www.turnersims.co.uk

KMA/LC
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