



Philanthropy Manager Candidate Information

September 2026

The Institute of Cancer Research

About our organisation

We are one of the world's most influential cancer research institutes with an outstanding record of achievement dating back more than 100 years. We are world leaders in identifying cancer genes, discovering cancer drugs and developing precision radiotherapy. Together with our hospital partner The Royal Marsden, we are rated in the top four centres for cancer research and treatment worldwide. As well as being a world-class institute, we are a college of the University of London.

We came second in the league table of university research quality compiled from the Research Excellence Framework (REF 2021). We have charitable status and rely on support from partner organisations, charities, donors and the general public.

We have charitable status and rely on support from partner organisations, charities, donors and the general public.

We have more than 1000 staff and postgraduate students across three sites – in Chelsea and Sutton.

Development & Communications

The Development and Communications directorate tells the ICR's story and drives income generation. The ICR is world-renowned for its outstanding cancer research – and it deserves communication to match.

The directorate secures support from major donors, individuals, trusts, corporates, charity partners and events. With plans to grow our philanthropic and fundraising income for pioneering new research, this is a pivotal time to join the team and help accelerate discoveries that will improve the lives of people with cancer.

Philanthropy Manager

Candidate Information

Philanthropy Manager

The Philanthropy team plays a leading role in the ICR's fundraising efforts by securing significant philanthropic support from individual donors to fund the ICR's research programmes and initiatives.

Reporting to the Head of Major Gifts, and working closely with colleagues, this role will manage a portfolio of philanthropy donors and prospects, cultivating and stewarding relationships with individuals making gifts of around £10,000 to £50,000 annually.

The post holder will line manage the Philanthropy Officer, supporting them with their own portfolio and development.

Working closely with the Deputy Director of Philanthropy and the Head of Major Gifts, you will play a key role in the development and delivery of projects to support the growth of the Philanthropy programme.

You will have the opportunity to make a real impact in this role and help shape the future of philanthropy at the ICR.

Our mission
is to make the
discoveries that
defeat cancer.

Philanthropy Manager

Candidate Information

Our values

The ICR has a highly skilled and committed workforce, with a wide variety of roles, each requiring different skills. But whether you work as a researcher, or work as part of our corporate team, your work and behaviour is underpinned by these six values. They are what bring us together as one team - as 'One ICR'.



Pursuing excellence

We aspire to excellence in everything we do, and aim to be leaders in our field.



Acting with Integrity

We promote an open and honest environment that gives credit and acknowledges mistakes, so that our actions stand up to scrutiny.



Valuing all our people

We value the contribution of all our people, help them reach their full potential, and treat everyone with kindness and respect.



Working together

We collaborate with colleagues and partners to bring together different skills, resources and perspectives.



Leading innovation

We do things differently in ways that no one else has done before, and share the expertise and learning we gain.



Making a difference

We all play our part, doing a little bit more, a little bit better, to help improve the lives of people with cancer.



Our values set out how each of us at the ICR, works together to meet our mission – to make the discoveries that defeat cancer. They summarise our desired behaviours, attitudes and culture – how we value one another and how we take pride in the work we do, to deliver impact for people with cancer and their loved ones.”

Professor Kristian Helin
Chief Executive

Philanthropy Manager

Candidate Information

Job description

Department / division:	Deveopment & Communications
Pay grade / staff group:	Professional Servcies, Grade 4
Hours / duration:	Full time (35 hours per week), Monday to Friday.
Reports to:	Head of Major Gifts
Accountable to:	Deputy Director of Philanthropy
Main purpose of the job:	To play a key role in the growth of the ICR's major gifts programme, taking ownership of the development of your own portfolio and supporting the Philanthropy Officer to do the same. To support the Deputy Director of Philanthropy and Head of Major Gifts in the delivery of the major donor strategy. Ultimately, advancing cancer research funding and impact.

Duties and responsibilities:

Provide expert management of a portfolio of HNWI donors and prospects focusing on annual gifts of between £10,000 and £50,000. Including preparing proposals, presentations and reports to a high standard and making face to face asks. Proactively identify opportunities for portfolio expansion and lead targeted approaches.
Provide line management and strategic oversight of the Philanthropy Officer, offering guidance and support to ensure they contribute effectively to income growth. Set clear objectives, support their professional development, and conduct regular performance reviews.
Support the growth of the major donor prospect pipeline across the team and take responsibility for the development and delivery of key projects to support of the major gift growth strategy.
Recruit and collaborate effectively with major gift influencers and senior volunteers to support the identification and development of new networks.
Develop good relations with our scientists and students and enlist their support for fundraising approaches, events, and donor stewardship.
Work collaboratively across the Directorate to support cross-team working and effective supporter journeys.
Lead high-quality prospect and donor management by maintaining comprehensive, accurate donor records and fundraising activity within the CRM, supporting strategic oversight, reporting, and long-term donor stewardship.

Philanthropy Manager

Candidate Information

General

All staff must ensure that they familiarise themselves with and adhere to any ICR policies that are relevant to their work and that all personal and sensitive personal data is treated with the utmost confidentiality and in line with the General Data Protection Regulations
Any other duties that are consistent with the nature and grade of the post that may be required.
To work in accordance with the ICR's Values.
To promote a safe, healthy and fair environment for people to work, where bullying and harassment will not be tolerated.
This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or development.

Philanthropy Manager

Candidate Information

Person specification

Education and Knowledge

An excellent understanding of philanthropy and fundraising from high-net-worth individuals.	Essential
Educated to degree level or equivalent	Essential
Knowledge of UK charitable giving, including tax effective giving, as applicable to individuals.	Essential
Knowledge of fundraising within a scientific or academic environment.	Desirable

Skills

Able to demonstrate a history of securing five figure gifts from individuals and growing a portfolio of donor relationships.	Essential
Excellent communication skills, both written and verbal, and the ability to engage with, and effectively communicate, the ICR’s research in lay terms.	Essential
Ability to delivery compelling, polished presentations to groups, adapting style and content to suit different audiences and levels of donor familiarity.	
Comfortable taking the lead in face to face meetings, including those involving asks; building rapport, guiding conversations, and ensuring clear communication of organisational priorities and the impact of philanthropic support.	Essential
Able to develop relationships with a variety of people at different levels of seniority.	Essential
Good working knowledge of the Code of Fundraising Practice and data protection regulations to ensure ethical, compliant major gift fundraising.	Essential
Confident and professional in approach, ability to exercise own judgment and discretion.	Essential
Strong organisational and project management skills with good attention to detail.	Essential
Passionate about helping the ICR to achieve its mission.	Essential
Experience of using a CRM system, such as Raisers Edge NXT.	Essential
Experience of event management.	Desirable
Experience of involvement in a significant fundraising campaign.	Desirable

Philanthropy Manager

Candidate Information

Benefits

We offer a fantastic working environment, great opportunities for career development and the chance to make a real difference to defeat cancer. We aim to recruit and develop the best – the most outstanding scientists and clinicians, and the most talented professional and administrative staff.

The annual leave entitlement for full time employees is 28 days per annum on joining. This will increase by a further day after 2 years' and 5 years' service. All staff receive an additional three days at Christmas.

Staff membership to the Universities Superannuation Scheme (USS) is available. The USS is a defined benefit scheme and provides a highly competitive pension scheme with robust benefits. The rate of contributions is determined by USS and details of the costs and benefits of this scheme can be found on their website. If staff are transferring from the NHS, they can opt to remain members of the NHS Pension Scheme.

We offer a range of family friendly benefits such as flexible working, a parents' group, and a maternity mentoring scheme. Other great benefits include interest free loans for discounted season tickets for travel and bicycle purchases, access to the NHS discounts website, a free and confidential Employee Assistance Programme which offers a range of well-being, financial and legal advice services, two staff restaurants, and access to a gym and sporting facilities at our Sutton site.

Further information

You may contact Donna Heenan for further information by emailing donna.heenan@icr.ac.uk. This job description is a reflection of the current position and is subject to review and alteration in detail and emphasis in the light of future changes or development.