



Join the team



Thank you for your interest in joining our team.

We are a unique and special charity: Brighton Dome's beautiful building and spaces present a huge range of artists and events all year round, and are also the home for Brighton Festival and Create Music. These three parts of our organisation combine to reach so many people within Brighton and Hove, beyond Sussex and across the world. I am honoured to lead such a collaborative and dynamic organisation and culture, and I hope you find our values match yours and you might feel you belong here too.

Warmest wishes,

A handwritten signature in white ink, reading 'Lucy Davies', set against a dark green background.

Lucy Davies, Chief Executive



Who we are

Together we can change,
create, understand and grow

Our purpose is to enable extraordinary experiences where people can come together to enjoy, imagine, create and change.

Situated in the Royal Pavillion Estate at the heart of the city, we are an arts charity made up of three historic contemporary live arts venues, a music education service across the region - Create Music - and the biggest curated cross-arts festival in England.

Our vision is an organisation that's instinctively inclusive and constantly developing, shaped by staff, volunteers, artists and supporters united by an openness to new ideas and an enjoyment of shared experiences. A city where creativity is seen as essential to life, a place of creative entrepreneurship and of deep artistic collaboration. And a world where artists share experience and understanding across the globe and all our actions are planet-positive.





Brighton Dome

As the south coast's premier multi-arts venue, each year we present over 600 events spanning music, theatre, dance, comedy, literature, spoken word, visual arts, film, digital, community and participatory events.

Our magnificent grade listed building situated in the heart of the city forms part of the Royal Pavilion Estate and has been a shining beacon for the community for over 200 years. Starting as a grandiose riding stable for Prince Regent and transforming into many guises thereafter; from a place of protest and solidarity for Suffragettes, to a refuge for wartime dances in WWI, a temporary hospital in World War II and even a roller-skating venue.

Brighton Dome is an extraordinary space in which to bring the arts alive.

A hub for artists across the region, Brighton Dome commissions and supports both emerging and established artists and companies, enabling them to develop, take risks and deliver work of the highest quality.



Each year we produce Brighton Festival, the largest curated annual arts festival in England.

A celebration of music, theatre, dance, circus, art, film, literature, debate, outdoor and community events, Brighton Festival takes place in familiar and unusual locations across Brighton & Hove and further afield for three weeks every May.

Renowned for its pioneering spirit and experimental reputation, Brighton Festival has become one of the city's most enduring symbols of inventiveness. Our ambitious and daring programming aims to make the most of the city's distinctive cultural atmosphere and draws some of the most innovative artists and companies from the UK and around the world.

Brighton Festival 2026 is our 60th festival.

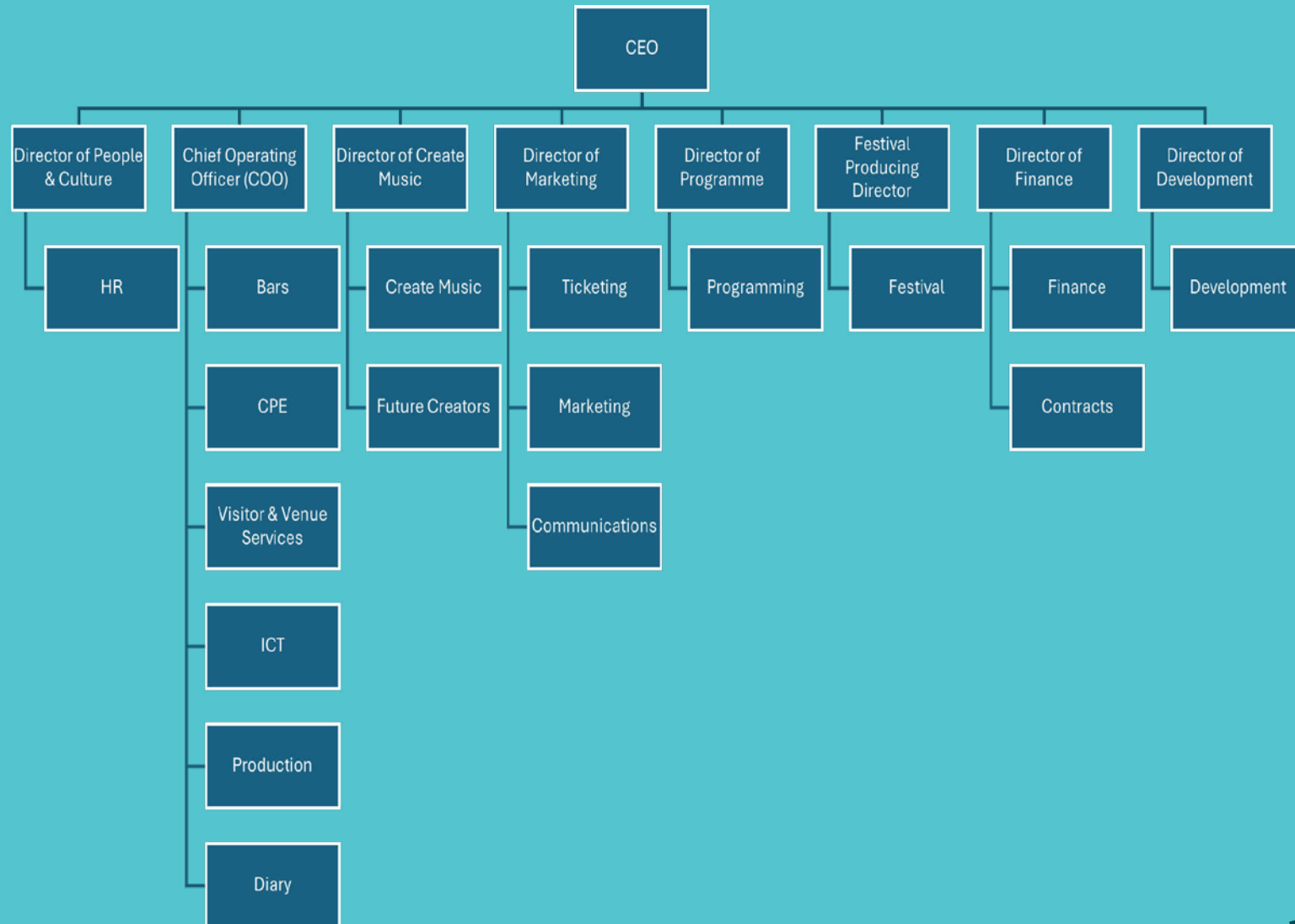




**Transforming lives by
giving children, young
people, and adults the
lifelong gift of music.**

We are the region's leading provider of high-quality, inclusive music and arts education together with performance opportunities in the South East. Taking in Brighton & Hove, Eastbourne, Hastings, Lewes, Rother, Wealden and the surrounding areas we offer children, young people and adults the chance to explore their passion for music through lessons, ensembles, projects, workshops, orchestras and summer schools.

Our Organisation Structure



Director of Development

Permanent
Salary in the region of £60,000
per annum, depending on
experience
Full-time - 37 hours per week

Brighton Dome & Brighton Festival is a registered charity – we reach wide and diverse communities across Brighton & Hove and Sussex. From the annual Brighton Festival in May, a year-round programme of live events by world renowned artists and performers at Brighton Dome, to inspiring the next generation of musicians with our Create Music regional education hub.

We are seeking to appoint an experienced Director of Development to provide strategic direction and inspired leadership for Brighton Dome & Festival's fundraising activities. You will work closely with the Chief Executive to review fund-raising strategy and track progress with donors, company sponsors and patrons to secure more funding for our charity. You will also work with our Chair and other Board members to progress and develop our fundraising potential to ensure the department is on target to meet our KPI's and fund-raising targets.

This is an exceptional opportunity for an outstanding development professional whose experience has been gained within the arts or charity sectors. The successful candidate will have a strong track record of working closely with senior leadership, playing a key role in shaping and executing successful philanthropic strategies.

Importantly, you will have a demonstrated ability to deliver results in major gift programmes and capital campaigns, with a clear focus on long-term impact and the ability to maintain engagement.

For an informal discussion about the role with our CEO please contact Jody Southam, Executive Assistant to the CEO at jody.southam@brightondome.org

For further information about this role please visit our website: <https://brightondome.org/about/jobs/>

To apply for the role please visit our recruitment portal here: [Director of Development | Brighton Dome & Brighton Festival Recruitment Portal](#) powered by StaffSavvy

Closing date: Friday 9th October 2026

First interviews will be held: 20th October
Second interviews will be held: 27th October

Brighton Dome & Festival values diversity promotes equality and challenges discrimination. We encourage and welcome applications from all backgrounds and all parts of the community, particularly applications from ethnically diverse people who are currently under-represented in our organisation. All applications are judged on merit.

Job Description

Job Title:
Director of Development

Reports to:
Director & Chief Executive

Department:
Development

Purpose of the Job:
To lead, develop and oversee the BDBF fundraising strategy to maximise fund development opportunities to support the core mission of Brighton Dome, Brighton Festival and Create Music, and its programmes and partnerships.

To provide leadership and support to the Development department, to be an active member of EMT, and to present at staff, board and external meetings and events as required.

Principal Accountabilities

1 Work closely with the Director & Chief Executive to drive campaign plans and build strong relationships with patrons, donors, trusts and sponsors to secure resilient philanthropic funding for BDBF.

2 Work with the Chair and other board members to progress fund-raising opportunities.

3 To lead and manage multiple fundraising projects at once to ensure the Development Department are on track to meet fund-raising targets within allocated budgets.

4 To provide motivational leadership and trusted support to the development department, including recruitment and line-management of Development staff.

5 To develop the fundraising strategy to meet Development department targets, KPI's and support BDBF strategy.

6 To represent the Development department at EMT and across the organisation.

7 To contribute to strategic work, NPO submission and reporting, risk and business planning.

8 To oversee sound financial reporting on Development departmental income and expenditure, ensuring that where possible savings are generated and income maximised.

9 To provide special focus to cultivation and stewardship of major donors.

10 To generate imaginative and potent impact studies and information to support all fundraising strands.

Job Description

General Accountabilities

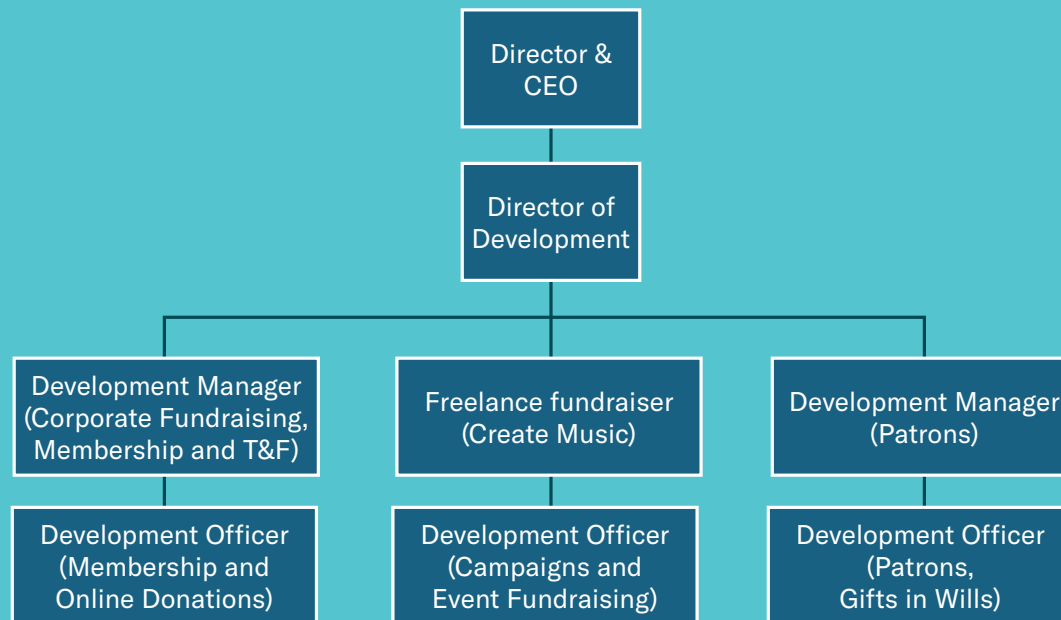
- To be an ambassador for BDBF and to lead by example, upholding the organisation's values
- To be a visible representative during Brighton Festival, supporting the many patron and sponsor events and activities across the city during May
- To work closely with the Marketing and Communication team to ensure smooth external comms champion stakeholder relationships, crediting, and telling our story
- To represent BDBF in sector groups and networks
- To lead the Gift Acceptance Policy and stay abreast of fundraising regulations and Charity Commission guidance.
- To ensure compliance with and monitor HMRC opportunities, including Gift Aid, to maximise and incentivise giving.
- To support capital-readiness for future works in the Concert Hall from 2030 onwards
- To comply with all the requirements of BDBF's Health and Safety Policy.
- To uphold and contribute to regular reviewing of the BDBF Privacy Policy to ensure donors' data is handled correctly.
- To be fully supportive of the strategic Equality, Diversity & Environmental objectives of BDBF ensuring departmental representation where necessary.

Your duties will be as set out in the above job description but please note that BDFL reserves the right to update your job description, from time to time, to reflect changes in, or to, your job.

You will be consulted about any proposed changes.

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

Development Department Structure



Person Specification

Person Specification: Director of Marketing

Essential Criteria

Education/Experience

Educated to degree level and/or has substantial experience gained at a senior level in a fund-raising environment.

Successful track record of fund-raising

Demonstrable experience of raising significant income to support an organisation's charitable aims.

IT Skills

Excellent ability to use a variety of computer packages including Microsoft 365, databases and spreadsheets.

Team Management

Demonstrable experience of leading a team including motivating them to achieve financial targets and develop new ideas for fund-raising opportunities.

Communication

Excellent ability to communicate effectively with a wide range of people including board members, external stakeholders, members, patrons, sponsors and members of the public.

Financial management

Excellent financial management skills and ability to ensure that KPI's are on track to maximise income for BDBF.

Presentations

Ability to present reports and/or presentations to a wide variety of people at staff meetings, board meetings and at EMT as required.

Equality & Diversity

Ability to promote equality, diversity and inclusion in the workplace and in the delivery of services.

Health and Safety

Ability to promote health and safety at all times.

Data/information management

Excellent track record in information management, information sharing and data handling in accordance with Data Protection legislation and best practice.

What we offer

Employers Pension Scheme

Bar discount policy

Staff Ticket Offers

Shop ST. staff benefits platform access to discounts & offers

Employee Assistance Programme with Life & Progress -
Counselling helpline and online wellbeing service

Bike loan scheme

Rental deposit loan scheme

Travel loan scheme

Policy on buying and selling annual leave

Training and development programme

Access to staff equality group

Equality & Diversity

Brighton Dome & Brighton Festival and Create Music values diversity, promotes equality and challenges discrimination. We encourage and welcome applications from all backgrounds and all parts of the community, particularly ethnically diverse people who are currently underrepresented in our organisation. All applications are judged on merit.

As a Disability Confident Employer we have committed to:

- ensuring that our recruitment process is inclusive and accessible
- communicating and promoting vacancies as widely as possible
- offering an interview to disabled people who meet the minimum essential criteria
- anticipating and providing reasonable adjustments as required
- supporting any existing employee who acquires a disability or long term health condition, enabling them to stay in work
- taking part in at least one activity that will make a difference for disabled people e.g. holding our annual 'Access Open Day'

Brighton Dome & Brighton Festival also follows MIND's Mental Health at Work Commitment and has staff trained as Mental Health First Aiders.

Brighton Dome is a Living wage Employer

Launched in 2012, the local Living Wage campaign provides an opportunity for employers to show their commitment to paying fair wages. The purpose of the campaign is to position the real Living Wage as the normal accepted minimum for wages in the city.

