

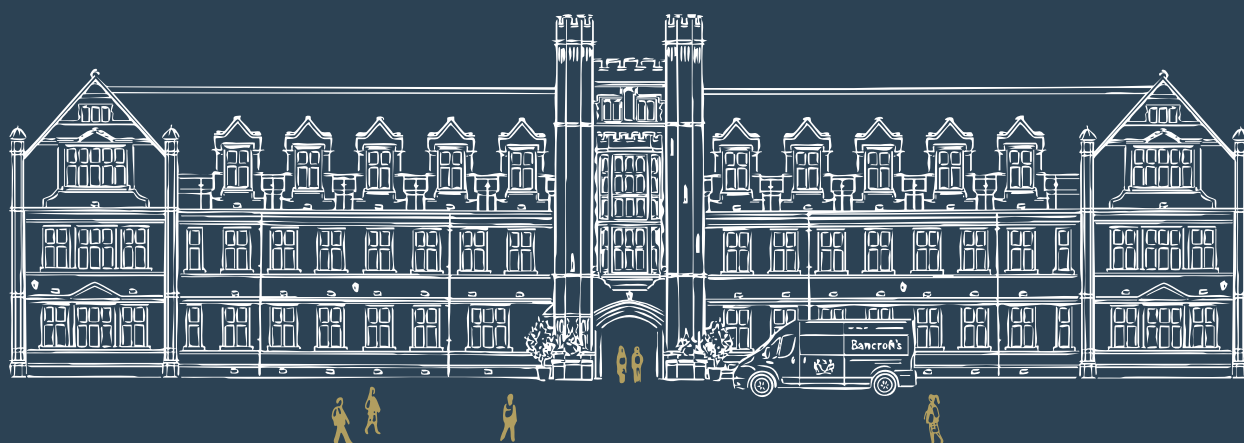
Bancroft's

Independent Co-educational Day School 7–18

Candidate Information Pack

Director of Philanthropy and Alumni Relations

Required from January 2027, or earlier





Welcome from the Head

Thank you for your interest in joining our vibrant, friendly and purposeful Bancroft's School community. As Director of Philanthropy and Alumni Relations, you will play a vital role in helping us build on a remarkable legacy of generosity that began with our founder, Francis Bancroft, over 300 years ago. Whatever their role, all Bancroft's colleagues work in a spirit of shared endeavour to create the conditions for our pupils to enjoy their time at school, to be inspired and supported to do their best, and to be ready to thrive in their adult lives.

Bancroft's is a long-established independent School with an excellent reputation for academic success within a holistic and nurturing educational framework. Founded through the charitable vision of Francis Bancroft, the School has always been rooted in the belief that education has the power to transform lives. While we are proud of our traditions, we are equally ambitious for the future, combining a strong sense of purpose with an openness to new ideas and opportunities.

We are looking for a new Director of Philanthropy & Alumni Relations who shares our ambition and tenacity to drive an exciting strategic vision, delivered through first-class relationship management and stewardship, a compelling case for support for all that we seek to achieve, and confident, inspiring fundraising campaigns that appeal to the full range of our stakeholders and supporters. In recent years, campaigning has successfully increased the number of bursary-assisted places in the School and we remain ambitious for the future.

As we look ahead, philanthropy will play an increasingly important role in helping us realise our ambitions. We are committed to building meaningful relationships with our alumni, parents and wider community, creating opportunities for others to share in the future success of the School. The Director of Philanthropy and Alumni Relations will lead this important work, helping to develop a culture of giving that reflects our values and secures lasting impact for future generations of Bancroftians.



We welcome colleagues from a wide range of professional backgrounds and value fresh perspectives, collaborative leadership and a commitment to excellence. As a member of our Senior Leadership Team, you will work closely with governors, colleagues and supporters who share a belief in the transformative power of education and the importance of investing in it.

If you are inspired by the opportunity to help shape the future of one of the country's leading independent Schools while building on the remarkable legacy of Francis Bancroft - a legacy of generosity, opportunity and educational excellence that continues to transform lives more than three centuries after it began - I very much hope you will consider applying. I look forward to the opportunity of meeting you.

With best wishes

Alex Frazer

Alex Frazer
Head of Bancroft's



*Watch
our pupils
interview
Alex*



2025 WINNER
TE Awards
for Innovation
in Education



BeingBancrofts



240
clubs and
activities

Co-Educational
Day School
founded in
1737



4 Houses

North
East
West
School

77%

of all **GCSE**
papers graded
at **9-8** in
2026

A*-A

75% of **A Levels**
were graded
A*-A
in 2026

250 Staff
Members

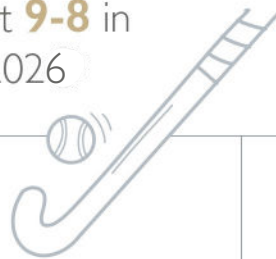
17

acres of
playing fields

511



sports fixtures
in 2025/2026



8200

books borrowed from
the library in 2025/2026



Located on the border
of **London** and **Essex**
with direct access
to **Epping Forest**



1150

pupils aged between
7-18 who join at
7+, 11+ or 16+

95%

of our Year 9 pupils
participate in the
Duke of Edinburgh's Award



Context

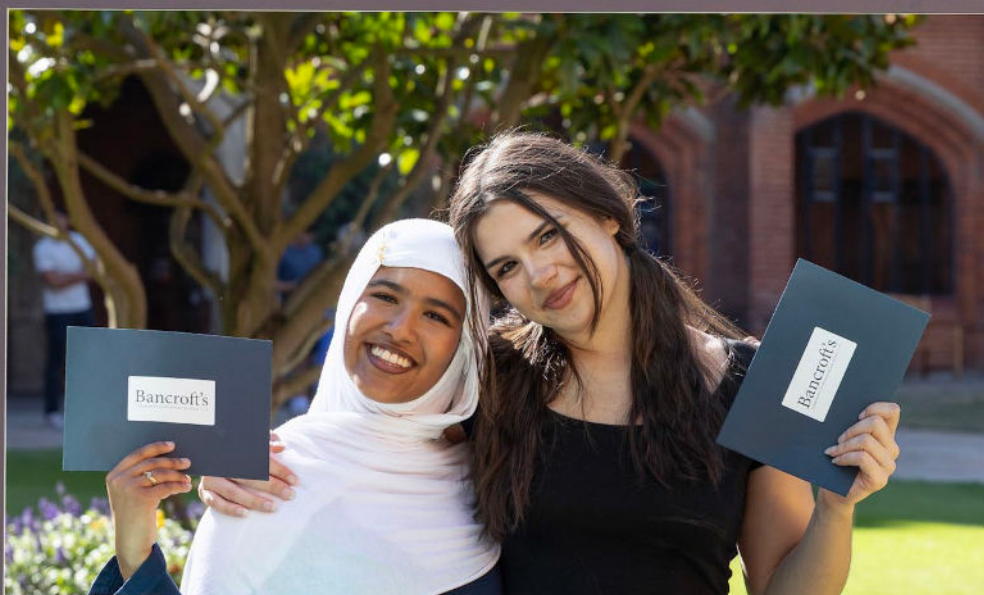
Founded in 1737 through the charitable bequest of the London merchant Francis Bancroft, Bancroft's School owes its existence to a belief in the transformative power of education. In his will, Francis Bancroft expressed his wish that 'one hundred poor boys should be educated', establishing a legacy of opportunity and generosity that continues to define the School nearly three centuries later.

Today, Bancroft's is one of the UK's leading co-educational independent Schools, educating more than 1,100 pupils aged 7–18, with 30 of these pupils receiving some form of transformational bursary each year. Guided by its values of Balance, Kindness, Courage, Integrity, Excellence and Curiosity the School combines a rich heritage with an ambitious outlook.

As Bancroft's looks to the future, philanthropy will play an increasingly important role in fulfilling the founder's vision for future generations. The Director of Philanthropy and Alumni Relations will have the opportunity to build on this extraordinary legacy, inspiring a culture of giving that broadens opportunity, strengthens community and supports the School's long-term ambitions.



Bancroft's



Congratulations!

The *Development Office*

The Development Office at Bancroft's School comprises the Director of Philanthropy and Alumni Relations, the Data and Development Officer and the Fundraising and Alumni Assistant. They oversee the Bancroft's Foundation, alumni and community engagement, donor relations, and fundraising initiatives including events; playing a key role in advancing the School's philanthropic and community goals.

The Bancroft's Foundation was established in 2012 and in its first phase raised over £2 million to increase the number of bursary-assisted places in the School. The School is committed to sustaining and increasing the number of places for pupils whose families are otherwise unable to afford fees and seeks to raise funds from our wider community.

Following a period of consolidation of effective structures within the Development Office and a regrowth in relationships with alumni, current and former parents, other donors and friends of the School, the next Director of Philanthropy and Alumni Relations will play a key role in the strategic development of the Bancroft's Foundation and lead a major new fundraising campaign.

The *Role*

Bancroft's School seeks an experienced and dynamic development professional to oversee our Development Office and to take the lead in cultivating philanthropy and fundraising for the Bancroft's Foundation, and in developing a long-term strategy for the Foundation and the School.

Reporting to the Head, the remit of the role will be to build on the success of our recent work in developing a regular events programme at Bancroft's, in Central London and, occasionally, in the USA. Via much improved stewardship over the past few years, the Foundation has secured a number of 6-figure live and legacy donations and the postholder will continue to connect with current and potential donors in order to build and develop these relationships and to initiate and lead a campaign for both regular and legacy giving. Key additional elements of the role will be to consider ways of engaging with a broader range of potential donors within our wider community and to contribute to strengthening the relationship between the School, its alumni and its current and former parents.

The Director of Philanthropy and Alumni Relations will work closely with the Old Bancroftians' Association (OBA), our alumni association, the Head and our Director of Marketing, Admissions and Communications, as well as with members of the Senior Leadership Team. This role will line manage the Data and Development Officer and the Fundraising and Alumni Assistant.

The School has close links with the Drapers' Company, who donate funds each year for Assisted Places; the role will involve continuing to develop the School's relationship with the Drapers' Company for the modern era.

Currently we are preparing for a new strategic direction for the Bancroft's Foundation and seek to launch a major new fundraising appeal.

We are also in the process of 'starting up' the Foundation as a separate charity. The successful applicant will have a key role in helping to shape the next chapter.

The role offers a unique chance to lead a team that is not only building connections but also shaping futures through philanthropy.

We expect the successful candidate to become fully involved with the life of the School.

The *Role*

Line Manager

The Head, with direct access to the Chief Operating Officer and Governors' Foundation Steering Group

Working Hours

Our preference is for the post to be full time, year-round; minimum 4 days per week at Bancroft's during term time.

Holidays for a full-time member of staff are 27 days per annum, as well as 8 bank holidays, to be taken during the School holidays, unless otherwise agreed by your line manager.

We are also happy to consider the role part-time: 38 weeks per year, term time (34 weeks including Inset days) plus 4 additional weeks to be agreed with your line manager. This can be discussed further at interview.

Willingness to work occasional evenings and weekends as required for events.

Remuneration

A competitive FTE salary will be offered, based upon experience. See below for details of the benefits packages.



The *Person*

Person Specification:

	Essential	Desirable
Education	Educated to a degree level or relevant professional qualification	A professional qualification or training in the field of fundraising
Experience	Proven development and major donor fundraising experience and track record CRM system knowledge	Experience of working within the independent School sector or other educational context. Knowledge of Raiser's Edge
Skills	Ability to build strong relationships internally with key staff and externally with alumni, parents, the OBA, the Drapers' Company and donors Be a strategic thinker and able to set a strategy with measurable targets Confident in networking and the ability to represent the School's philanthropic aims internally and externally Ability to develop innovative and practical solutions to problems/challenges Ability to work under pressure Ability to work accurately and with attention to detail Excellent verbal and written communication Strong IT skills with knowledge of Microsoft Office Applications: Word, Excel etc.	Evidence of being able to lead, manage and motivate others also involved in philanthropy and alumni relations
Personal Qualities	Hardworking and resilient Flexibility, willingness to work evenings/weekends when required Motivated and proactive Personable, patient, tactful, diplomatic, possess integrity	

Key *Responsibilities*

Below is a summary of the key responsibilities of the Director of Philanthropy and Alumni Relations.

Fundraising:

- Developing the fundraising strategy to include ambitious targets for the next 5 years for the Bancroft's Foundation, to include major gifts, trusts and legacies, as well as capital and other potential educational projects
- Creating a clearly-focused ongoing fundraising programme to develop a cycle of continuous giving to provide assisted places
- Researching, approaching, cultivating and stewarding of potential major donors in the UK and overseas, who might have the capability of making significant gifts
- Monitoring funds raised and forecasting future spending
- Working closely with the Marketing Department to develop a communications strategy, including both internal and external communications
- Ensuring regulatory compliance in relation to all fundraising activities
- Keeping up to date with trends in the fundraising environment and on good practice in fundraising

Alumni, Parents' Association and Drapers' Company Relations:

- Setting the overall alumni relations strategy for former pupils, parents and staff, including events, communications and the careers networks
- Working with the Parents' Association on the events and communications programme for current parents
- Signing off any essential alumni and donor communications, and writing any leading articles as required
- Attending all key alumni and fundraising events – in the UK and (if relevant) abroad, which will include evening and weekend work
- Along with the Head, liaise with the Drapers' Company and continue to develop a longstanding charitable relationship with the Company, including strengthening partnership links with other causes supported by the Company.

Key *Responsibilities*

Leadership and Management:

- Further developing a sound and effective Development Office, including line-management of both members of the team
- Attending a number of committee meetings including those of the OBA and the Foundation Steering Group and working closely with these groups
- Managing the budget, income targets and KPIs and ensuring these are met
- Ensuring all relevant office policies and procedures are in place and up-to-date including data protection, gift acceptance and ethical fundraising policies
- Recruit and develop new staff as required, and by agreement with the Head and Chief Operating Officer
- Provide energising and effective leadership to the Development team and communicate its aims, purpose and outcomes to the School, alumni and wider community
- Set clear objectives and KPIs and provide appropriate support and training to team members and volunteers to ensure activities are in line with the highest standards of fundraising practice.
- Work closely with and advise the Old Bancroftians' Association and other supporter organisations on industry best practice for serving their members, optimising their relationships with the School and working with each other
- The Director of Philanthropy and Alumni Relations will:
 - Have regular meetings with the Head, Chief Operating Officer, Finance Director, Director of Admissions, Marketing and Communications and, in due course, the Chair of the Foundation Trustees to monitor progress, review and agree on approaches, and take key decisions relating to fundraising.
 - Work closely and collaboratively with the Director of Marketing, Admissions and Communications to ensure alumni and other stakeholder activities are aligned with the Fundraising Strategy and School Development.
 - Attend:
 - Alumni Events
 - Foundation Board meetings
 - SLT

Key *Responsibilities*

Engagement:

- Overseeing the expansion and developing the profile of the Development Office within Bancroft's, including internal communications to staff, pupils and current parents
- Maintaining the profile of the School by attending and speaking at relevant conferences and being an active member of relevant organisations, such as the IDPE (The Institute of Development Professionals in Education)
- Attending key School, alumni and Foundation events including Visitation Day, Old Bancroftians' Day, concerts and plays
- Working with the Head of Careers & Futures to develop ways to strengthen the connection between OBs, the School and Bancroft's pupils via careers events and other networking and mentoring opportunities
- Further developing a programme of special events to support fundraising activities, including key alumni and parent events

Reporting and Communications:

- Liaise with the Finance Director to ensure the fundraising strategy is supported by policies, procedures and systems in accordance with charity and tax laws, including Charity Commission and HMRC requirements
- Deliver best-practice fundraising policies, protocols and practices, adopting the highest standards of fundraising practice in line with the UK Fundraising Regulator's Code of Fundraising Practice, GDPR and Privacy and Electronic Communications Regulations (PECR) and following best practice as established by professional bodies such as the Institute of Fundraising, the Council for Advancement and Support of Education and the Institute of Development Professionals in Education
- Ensure the fundraising strategy is supported with timely, relevant and accurate reports to the Head and Governing Body on progress and projections on Development and Alumni strategic objectives
- Ensure that donors and volunteers are appropriately thanked, regularly updated on progress towards the School's goals and appropriately recognised for their contribution
- Represent the School at internal and external events
- Prepare and manage the Development budget ensuring robust financial management of both income and expenditure

Working at Bancroft's

Bancroft's offers a generous benefits package, including:

 Competitive salaries	 Pension scheme options – TPS or our Defined Contribution Scheme	 Income Protection Insurance	 Death in Service Insurance
 Complimentary lunches	 Use of school gym and swimming pool	 Optional subsidised private health care	 Fee remission for children of staff members
 Friendly and welcoming common room, which organises regular social events	Location  Essex M11 M25 M25 5 miles from the M25 Closest Stations: Woodford (underground) Chingford (overground) London Right next to Epping Forest which creates a peaceful and countryside feel whilst being so close to London and transport links. Travel Options by Bus: 179 397 657 20		
 Outstanding support for ECTs	 Generous holiday allowance		
 Cycle to work scheme	Commitment to supporting ongoing professional development		

At Bancroft's, we believe that diverse teams are stronger teams and that the more inclusive we are, the more our staff and pupils will feel a sense of belonging. To enable us to make reasonable adjustments, please let us know of any physical or learning differences (including neurodivergence) when you submit your application.

In their *own words*...



Alice Grimwood

Teacher of Biology
and Junior Housemistress

Joined in 2012

“I love that I can teach much more than just Biology! My other loves have also found a home and I’m often up mountains either skiing or on gold Duke of Edinburgh.”



Laura Mason

Second in Charge of English
and Head of Year (Sixth Form)

Joined in 2023

“Moving from a city 200 miles away for a relocation, I knew I had to find the right school where I would be happy as I settled into London life.”



**Ananthi
Amirthananthar**

Teacher of Chemistry

Joined in 2023

“Teaching here is progressive, collaborative, and forward-thinking, allowing me to hone my skills while being part of something exciting.”



Daniel Siggins

Director of IT

Joined in 2011

“Bancroft's is a truly special place. The culture here is one of attentive professionalism, thoughtfully prioritising the needs of everyone in the community, while also finding joy in everything we do, even in the face of adversity.”

Hannah Nadasan-Mead



Teacher of Religious
Studies and Junior
Housemistress

Joined in 2016

“I feel valued at Bancroft's, and I appreciate that there does not seem to be a strong sense of hierarchy, rather the pursuit of shared goals across the staff and student body.”



Tara Bird

Prep Class Teacher and
Head of PSHEE and RS

Joined in 2023

“Bancroft's Prep has a culture of acceptance and kindness. Everyone, children and staff, are considered and valued. I feel like that is what sets Bancroft's apart from other schools.”



John Raw

Teacher of Biology

Joined in 2012

“I love the fantastic classroom environment - students and teachers alike have a genuine love for learning and this is reflected in the level of focus in lessons as well as the great discussions that occur both in and out of the classroom.”

In their *own words*...



Rachael Doogan
Head of Academic Drama
and Activities Co-Ordinator
Joined in 2022

"The culture is supportive, with strong foundations of listening and kindness. Teachers also have a lot of autonomy in the classroom which I haven't seen at other schools."



Diana Kondrasina
Catering Team
Joined in 2022

"At Bancroft's, we're each a piece of a shared puzzle that fits together with care. Watching our pupils grow is a daily privilege."



Alistair Whibley
Teacher of History, Head of Year,
and CPD Co-ordinator
Joined in 2021

"It is hard not to feel a sense of pride in being part of the Bancroft's community on a regular basis - watching performances, celebrating success, and witnessing acts of kindness."



**Talk
Education**

"Bancroft's pupils are an aspirational, hard-working bunch, with plenty aiming for and winning places at top universities including Oxbridge, UCL, LSE, Imperial College London, Durham, Bristol and Edinburgh."



Amanda Clark
Prep School Administration
Assistant and Lead First Aider
Joined in 2009

"The children are at the heart of everything I love about my role. Their curiosity, energy, and creativity bring so much life to the school. Each day is different, and their excitement for learning is infectious."



**The Good
Schools Guide**

"A contemporary, forward-looking school, with traditions but without entitlement. Academic excellence a given, it is the opportunities offered outside the classroom which ultimately set Bancroftians up for life."

And the *award* goes to...

Winner of the

**Alice Rose
Award for Innovation
in Education**

recognising schools where children feel nurtured, supported, and free to grow.



Winner of the

**Pastoral
Care Champion
Award 2025**

celebrating excellence in wellbeing and pastoral support.



Finalist for

**London
Independent School
of the Year 2025**

one of only six schools shortlisted across the capital.



How to Apply

Bancroft's are partnering with Alice Speers, Search Consultant at Ashmore Search on this appointment. If you would like an informal conversation about the role prior to application, please contact Alice on +44 (0)7799 808 051 or alice@ashmoresearch.com.

How to make an application: Please read the recruitment pack carefully, including the School's Safeguarding and Recruitment policies.

To apply, please send your CV and Cover Letter, addressed to the Head, Mr Alex Frazer, to bancrofts@ashmoresearch.com by 12pm on Thursday 24th September 2026.

Please note, candidates invited to interview will be required to complete the School's online application form via My New Term before attending.

Key Dates:

Application Deadline: 12pm on Thursday 24th September 2026
First round interviews at Bancroft's: Thursday 8th October 2026
Final round interviews at Bancroft's: Tuesday 13th October 2026

