



WORK WITH US

New Business Executive

Recruitment Pack

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London Symphony Orchestra

About the London Symphony Orchestra



The LSO with Sir Simon Rattle on the Barbican stage

The London Symphony Orchestra was established in 1904, as one of the first orchestras shaped by its musicians. Since then, generations of remarkable talents have built the LSO's reputation for uncompromising quality, and inspirational repertoires.

Today, the LSO is ranked among the world's top orchestras, with a family of artists that includes Chief Conductor Sir Antonio Pappano, Principal Guest Conductors Gianandrea Noseda and François-Xavier Roth, Conductor Laureate Michael Tilson Thomas and Associate Artists Barbara Hannigan and André J Thomas.

The LSO is Resident Orchestra at the Barbican in the City of London. The Orchestra reaches international audiences through touring and artistic residencies – in cities including Paris, Dortmund and Tokyo, at the Aix-en-Provence Festival, across Australasia and Latin America, and with the Music Academy in Santa Barbara – and through digital partnerships and an extensive programme of live streamed and on-demand online broadcasts.

Through a world-leading learning and community programme, LSO Discovery, the LSO connects people from all walks of life to the power of great music. Based at LSO St Luke's, the Orchestra's community and music education centre and a leading performance venue on Old Street, LSO Discovery's reach extends across East London, the UK and the world through both in-person and digital activity.

LSO musicians are at the heart of this unique programme, leading workshops, mentoring bright young talent,

performing at free concerts for the local community and using music to support adults with learning disabilities. LSO musicians also visit children's hospitals, and lead training programmes for music teachers.

The ambition behind this work is simple: to share the transformative power of classical music with people who would not normally experience it. The impact is unrivalled, and every year, LSO Discovery reaches thousands of people of all ages.

In 1999, the LSO formed its own recording label, LSO Live, and revolutionised how live orchestral music is recorded, with over 150 recordings released so far. Overall, the LSO has made more recordings than any other orchestra.

As a leading orchestra for film, the LSO has entertained millions with classic scores for Star Wars, Indiana Jones, The Shape of Water, and many more. The LSO also uses streaming services to reach a worldwide audience totalling millions of music-lovers who listen online every month.

Through inspiring music, educational programmes and technological innovations, the LSO's reach extends far beyond the concert hall. Thanks to the generous support of The Corporation of the City of London, Arts Council England, corporate supporters and individual donors, the LSO is able to continue sharing extraordinary music with as many people as possible, across London, and the world.

Working at the London Symphony Orchestra



Young musicians performing on-stage at BMW Classics in Trafalgar Square

About the Role

The LSO is seeking a highly motivated New Business Executive to lead on identifying and engaging with a new portfolio of prospective corporate supporters, in liaison with the Senior Corporate Partnerships Manager.

The pandemic has necessitated huge changes in all areas of the LSO's work, and Development is no exception. While some income streams have been hit hard by the pandemic, we have seen amazing and inspiring generosity from many people in response to the challenges we currently face. As the City returns to life, with workers returning to offices and an increased sense of optimism, we are seeking to rebuild our corporate fundraising income, drawing in new supporters to complement our existing portfolio of sponsors and corporate partners. The successful candidate will work closely with the Senior Corporate Partnerships Manager and Director of Development to develop new sponsorship opportunities, taking into account current corporate priorities and sector trends. This is an exciting time to join the team, as we develop our engagement opportunities and memberships to ensure they remain current and attractive in the new climate.

This role is initially on a fixed-term contract basis for 18 months, with the potential to extend.

The Development Team

The LSO's Development Team raises over £3 million per year from the private sector, with ambitious plans to grow fundraised income over the next three years. Comprising 11 members of staff, the team's objective is to generate income from corporate supporters, trusts and foundations, individual donors, special events and the statutory sector,

in support of the LSO's activities both in the UK and abroad.

Location

Based at the LSO's offices at the Barbican Centre, with the option to work remotely for up to two days per week.

Hours

37.5 hours per week. Core hours are 9.30am to 6pm, Monday to Friday. Some additional evening and weekends are required at LSO concerts, on a rota, with a time-off-in-lieu policy in place.

Salary

£30,000 - £32,000, based on experience

Probationary Period

6 months

Notice Period

3 months

Benefits

25 days annual leave, plus bank holidays.

Interest-free loan for a season travel ticket.

Subsidised catering facilities provided by the Barbican Centre.

Membership of company pension scheme as follows:

- In line with auto-enrolment regulations during first year of service.
- 5% employer contributions and 2% employee contributions after 1 year's employment.

Cycle-to-Work scheme.

Employee Assistance programme.

Free tickets to LSO concerts at the Barbican and Lunchtime Concerts at LSO St Luke's (subject to availability).

About the Role



Ayanna Witter-Johnson performing at the Barbican



A Lunchtime Concert at LSO St Luke's

Key Responsibilities

Identifying and engaging a new portfolio of prospective corporate supporters

- Research and identify possible corporate partners for the LSO, preparing updates to discuss with the wider LSO Corporate Development team
- Lead on initial contact with cold prospects, securing introductory meetings for the LSO, preparing briefings and attending the meetings with a colleague from the Development team
- Identify possible corporate supporters for particular areas of the LSO's work, including Barbican concerts, international tours, education and community projects, major fundraising galas, as well as broader initiatives such as improving sustainability and fulfilling the LSO's DEI plan
- Utilise LSO concerts at the Barbican and other LSO events to attract new prospects, ensuring that all leads are thoroughly progressed
- Work within the Corporate Development team to develop ongoing cultivation plans for the most promising contacts and prepare compelling proposals as needed, and maintain prospect planning within a wider corporate fundraising strategy
- Work with the Senior Corporate Partnerships Manager to develop new opportunities for support, and build a strong prospect pipeline, taking into account current sponsorship and corporate support trends
- Keep abreast of trends in corporate partnerships in the arts and broader charity sector to ensure the LSO continues to offer competitive packages

Wider work as part of the Development team

- Work with the Development Coordinator to record all communication with potential supporters on the Development database (Raiser's Edge)
- Attend evening and occasional weekend concerts and events, on a rota basis, to meet the demands of the post
- Attend networking opportunities within the arts and corporate sectors
- Assist with other Development activities on an ad hoc basis including largescale fundraising events and special appeals
- Undertake any other duties as reasonably requested by the Senior Corporate Partnerships Manager or Director of Development

Reporting To

Senior Corporate Partnerships Manager

Who You Will be Working With

Director of Development

Senior Corporate Partnerships Manager

Development Coordinators

Other colleagues within the Development team and across the LSO as required

This job description is a starting point for the role we are asking you to fulfil. It is a working document and as such may change and evolve as the role, team and LSO develop.

About You



LSO Brass at St Paul's Cathedral



LSO East London Academy young musicians

We are looking for someone with experience in:

- Identifying and connecting with prospective corporate partners, either in the charity or commercial sector (at least two years' experience)
- Writing compelling proposals in response to a business' need or objectives
- Pitching and securing mutually beneficial partnerships with potential partners
- Achieving income targets

The capabilities and characteristics we are looking for:

- Organised, self-motivated, target driven and able to work effectively in a fast-paced environment
- Excellent understanding of the corporate sector, and reasons why businesses engage with charities and the arts in particular
- Strong research skills
- Strong communication skills, including the ability to quickly assimilate large amounts of information and share it in a form tailored to a particular audience
- High level interpersonal and presentation skills with the ability to engage and interact with individuals at all levels
- Motivated by the opportunity to support the work of the LSO, and its mission to share great music with as many people as possible
- Able to work collaboratively
- A commitment to high standards of service delivery and customer care
- IT literate with knowledge of relationship databases and current regulatory and best practice frameworks
- Willingness to attend events outside of normal working hours

How to Apply



A workshop at an LSO Discovery Family Concert

The closing date for applications is Monday 4 September at midday.

If you would like to apply for this role, please visit lso.co.uk/jobs, where you will be asked to complete our application form and equal opportunities form. If you are unable to complete the application form, please contact alix.harper@lso.co.uk for assistance.

If you have any questions about this role, please contact Kyle Buchanan, Senior Corporate Partnerships Manager: Kyle.Buchanan@lso.co.uk.

First interviews are likely to be held on 14 or 15 September 2023 at the LSO's offices at the Barbican Centre, with the option of an online (Zoom or Teams) interview for anyone who is unable to attend in person.

When completing the application form please ensure you include examples which demonstrate your experience in the About You section above and also explain why you are interested in the role.

Please provide the names of two referees, one of which should be your current employer, if applicable, along with whether we can contact them or when in the application process they can be contacted.

Please provide your contact details, ideally both a mobile number and email address.

As an equal opportunities employer, the LSO is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join the LSO.