

FUNDRAISING FREELANCER
RECRUITMENT PACK
UNLOCKING POTENTIAL | IGNITING PASSION



LONDON VOCATIONAL
BALLET SCHOOL



A WARM WELCOME TO OUR SCHOOL

The London Vocational Ballet School is a full-time vocational classical ballet school for gifted children age 10-16 based in West London. At our school, we take immense pride in our position as a premier location for vocational ballet training, where we offer exceptional instruction in classical ballet and various dance disciplines. Our school delivers a hybrid model of outstanding vocational ballet training wrapped around excellent academic teaching.

Our primary objective is to equip students for full-time upper school ballet training. Our vocational training approach is centred on fostering technique, versatility, and musicality, all underpinned by discipline and creativity. We believe in the power of potential. Over the years, through careful nurturing, we have produced young people who go on to achieve excellence, be that in the performing arts industry or in the world of academia.

The school differs from other ballet schools in that it does not follow any exam syllabi, but focuses instead on building technique and musicality. This provides students with the chance to develop as dancers with a real sense of individuality and expression, underpinned by a pure technique. Small classes ensure each student receives intensive training and personal support.

Irrespective of a student's starting point, our commitment is to help each individual exceed their potential. We meticulously monitor each students' ability and progress to ensure a comprehensive and well-balanced curriculum that equally values both vocational and academic studies.

The London Vocational Ballet School's philosophy is to inspire in its students a love of learning, music and freedom of expression through dance. Skills gained through encouragement and discipline in the ballet and academic classroom can be applied to all aspects of their life beyond.

WHAT ARE WE LOOKING FOR

We are looking for a strategic, well-connected Freelance Fundraising Consultant to support our team at London Vocational Ballet School (LVBS). Following a significant period in our 20-year history including a major rebranding and a capital development project to upgrade our facilities LVBS is entering an exciting new phase of growth.

You will play a pivotal role in diversifying our income streams, focusing specifically on identifying and cultivating relationships with High-Net-Worth Individuals (HNWIs) and writing/applying for grants and trust funding to diversify our income streams.

Your expertise will directly enable us to offer more bursaries and ensure that no talented dancer is ever turned away due to financial hardships.

The applicants will be fierce supporters of the school and its mission, attending and supporting events where necessary.

Person Specification

The candidate must have:

- Proven track record: demonstrable success in trust/foundations bid writing or high-level HNWI charity fundraising.
- Exceptional communication skills: the ability to translate our artistic vision into powerful, fundable grant applications and donor proposals.
- Collaborative spirit; comfortable working directly alongside our Marketing Freelancer, the Senior Management Team, and our Finance Trustee.
- Sector interest: a genuine interest in the arts, creative education, or specialist vocational classical ballet training.

RESPONSIBILITIES OF THE ROLE

Reports to:

Artistic Director

Responsibilities

- Grants & trust applications: research, write, and submit compelling funding bids to trusts, foundations, and institutional grant makers to secure new income streams.
- HNWI prospecting & mapping: identify, research, and map high-potential High-Net-Worth Individuals (HNWIs) and major donors who align with the school's mission.
- Artistic storytelling collaboration: work closely with our Artistic Director to extract compelling impact stories and project visions, translating them into powerful funding cases.
- Campaign & message alignment: collaborate with our Marketing Freelancer to ensure all major donor communications, materials, and digital touchpoints align perfectly with current school messaging.
- Strategic operational handover: coordinate closely with our Finance Trustee to ensure clear boundaries between your major donor work and their corporate sponsorship activities, while maintaining a shared tracker for leadership review.
- Early-stage relationship cultivation: initiate initial contact and manage the early cultivation journeys of newly identified major donor prospects.

Terms of appointment

This is a freelance consultancy role for a fixed duration of 5 months, offering a total of 20 days of work. The time commitment is flexible and averages out to approximately one full day or two half-days per week, allowing you to manage the hours around your existing professional commitments.

Salary: £200 per day (Fixed contract fee of £4,000 for 20 days of work total).

Start Date: November 2026 (Application deadline: Friday 16 October 2026).

Location:

Remote / Flexible (The school is based in West London, but the work can be done from anywhere in the UK).

N E X T S T E P S

If you are interested in applying, please send an up-to-date, comprehensive CV and interest letter, explaining your suitability for the role to recruitment@londonvocationalballetschool.com. All applicants must have the right to work in the UK. Thorough safeguarding checks, including criminal records and reference checks in line with our safer recruitment policy, will take place before the position is offered to an individual. LVBS is committed to promoting Equality, Inclusion and Diversity within our recruitment process and encourages applications from candidates of all backgrounds.

If any candidate would like to have an initial discussion around the role, please contact us by e-mail.

