

Philanthropy Manager

PURPOSE OF THE POSITION

You will manage the Philanthropy team to drive and implement strategies to support key organisational goals in public fundraising. This includes the acquisition and servicing of high net-worth and mid-level major donors, generation of new funding from trusts, foundations and corporates and strengthening of the bequests and gifts in will program. In addition to managing two members of staff, you will work collaboratively with other internal stakeholders, to generate proposals, provide regular and information donor feedback, and identify opportunities within the existing donor base. You will have the primary responsibility of developing relationships with major international corporate sponsorships and partnerships, have a keen eye to the development of new opportunities to raise public funds and connect to, and engage, donor audiences.

KEY DUTIES

- Manage the Philanthropy Team to achieve targets.
- Enable team members to effectively manage their KPIs.
- Drive the strategy and implementation of all Philanthropy programs.
- Strategically develop the Philanthropic Program to substantially increase the revenue received from high-net worth individuals, trusts, foundations, bequestors, and corporate donors.
- Review the existing portfolio of major donors, trusts, foundations, and corporate supporters, and develop and implement strategies to strengthen relationships and increase current giving levels.
- Strategically develop the bequest program to substantially increase unrestricted revenue.
- Manage budgets including expenditure and income.
- Assist the Major Donor Executive in identifying existing donors and develop strategies to engage and increase giving levels.
- Manage key international relationships and partnerships to increase fundraising revenue.
- *Remain alert and responsive to any child safeguarding or sexual exploitation, abuse, or harassment (SEAH) risks, acquire relevant knowledge and skills to promote strong safeguarding practices, understand the child safeguarding and PSEAH policy and procedures, and conduct yourself consistent with those policies.*

QUALIFICATIONS & EXPERIENCE

- Tertiary qualifications in relevant business-related discipline.
- 5 years' experience in a fundraising environment.
- Solid experience in writing compelling proposals and feedback reports, creating a persuasive case for support, and implementing 'asks' in writing, in person or on the telephone.
- Excellent knowledge and understanding of the Australian philanthropic and corporate giving environment.
- Sound experience in budget forecasting and monitoring.

Desirable

- Prior experience in non-profit organisations.
- 5 years' experience in effectively managing staff.
- Experience in developing a Philanthropy program in its infancy.
- Experience in managing international partnerships with multiple stakeholders.

SKILLS

- Excellent stakeholder manager and communicator, able to work with people from different backgrounds
- Strong leader, supporting others in achieving their & the organisation goals.
- Change champion, flexible and able to adapt to different environments
- Organised and methodological, remaining effective under pressure
- Skilled influencer and motivator
- Passion for international development and child rights

CHILDFUND AUSTRALIA'S VALUES

Commitment to ChildFund Australia's values –
Respect, Integrity, Collaboration, Change,
Empowerment & Excellence

Department: Fundraising Department

Location: ChildFund Australia, L8, 162 Goulburn St, Surry Hills NSW 2010

Employment: Full-time, Initial two-year employment agreement, with option to extend upon mutual agreement

Reports to: Director of Fundraising

Other Information: Must have working rights in Australia. Regular international travel and occasional interstate travel required.

Please apply at: <https://www.childfund.org.au/work-with-us/>





ORGANISATIONAL CONTEXT

ChildFund Australia is an independent international development organisation that works to reduce poverty for children in developing communities.

ChildFund Australia directly manages and implements programs with a range of local partners in **Cambodia, Laos, Myanmar, Papua New Guinea, Timor-Leste, Vietnam, and other Pacific nations**, and manages projects delivered by partner organisations throughout Asia, Africa, and the Americas.

Our work is funded through child and community sponsorship, government grants as well as donations from individuals, trusts and foundations, and corporate organisations.

ChildFund Australia is a member of the **ChildFund Alliance** – a global network of 12 organisations which assists almost 23 million children and their families in 70 countries. ChildFund Australia is a registered charity, a member of the Australian Council for International Development, and fully accredited by the Department of Foreign Affairs and Trade which manages the Australian Government's overseas aid program.

HOW WE VALUE YOUR CONTRIBUTION

Remuneration Package

We aim to provide an overall remuneration package that is attractive and fair. Our remuneration framework ensures that we align to employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

Leave

You will have access to 20 days of paid annual leave (pro-rated for part-time employees). You are also entitled to personal/carer's leave, paid parental leave, long service leave and bereavement leave.

Flexible Working Arrangement

You will have access to flexible working arrangements. We encourage a culture of flexibility and enable conversation between yourself and your manager about maintaining work-life balance. If the position allows, employees can choose to work up to 2 days from home per week.

Salary Packaging

You will be eligible to salary packaging. As a Non-Governmental Organisation, our staff are eligible for salary sacrificing. The Australian Taxation Office (ATO) allows us to reimburse you for your personal expenses without having to pay any income or fringe benefits tax that would normally be payable. These tax concessions are in addition to the income tax Free threshold.

Employee Assistance Program

In case you need help with personal, family or employment related matters you and your family will have access to free external, professional and confidential counselling assistance. UPRISE, our EAP system, combines multiple wellbeing initiatives to support your mental health and resilience.

Learning and Development

Our approach to learning and development will enable you to have the information, skills, and knowledge needed to do your job and to grow in your position. We build the capacity of our people and support you with on-the-job experience, coaching and formal training.

OUR VISION: A world without poverty where all children and young people can say: "I am safe. I am educated. I contribute. I have a future."

OUR MISSION: We partner to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights.

At ChildFund Australia you will be contributing to our programs which protect, educate, and empower children and young people.