

*We encourage candidates for whom this would be a next step in their career to apply!*

## Fundraising Manager – Regular Giving

### PURPOSE OF THE POSITION

In this position you will manage the Fundraising Regular Giving team to achieve the strategic and operational goals of the regular giving program with a focus on the management of all acquisition channels (face to face, telemarketing, online, social media, and advertising).

#### KEY DUTIES

- Develop and implement regular giving strategy including management of budgets and regular reporting on key performance indicators
- Develop and implement innovative acquisition programs to diversify channels and grow donor base
- Effectively lead, mentor, and develop team and work collaboratively across the organisation
- Manage the relevant ChildFund Alliance members and work collaboratively with them
- Ensure all Regular Giving programs and vendors are in compliance with relevant legislation and internal guidelines
- Contribute to the overall strategy of the fundraising team as a member of the fundraising management team
- *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 education in Fundraising, Marketing, Business, or other relevant discipline
- Minimum of 5 years' experience in running a Regular Giving program.
- Up-to-date with the latest trends and best practices in Fundraising
- Strong track record in budget management
- Solid experience in managing suppliers
- Proficiency in use of standard software applications

#### Desirable

- Experience in the not-for-profit sector, specifically international development
- Experience with Salesforce

#### SKILLS

Strong and empathetic leader, supporting others in achieving their & the organisation's goals

Creative thinker and motivator, energetic, with an entrepreneurial spirit

Combines intellectual curiosity with analytical skills

Excellent interpersonal and stakeholder management skills, able to work with people from different backgrounds and cultures

Change champion

#### CHILDFUND AUSTRALIA'S VALUES

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

**Department:** Fundraising

**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:** Fundraising Director

**Other Information:** Must have working rights in Australia.

**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. 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.

Our vision is a world without poverty where all children and young people can say: “I am safe. I am educated. I contribute. I have a future.”

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 additions 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.