



Job Description

Senior Manager, Fundraising & Partnerships

May 2021

Position Description

Key information

Position	Senior Manager, Fundraising & Partnerships
Direct reports	N/A
Reports to	Executive Director, Partnerships & Engagement
FTE	Full time (1.0), part time (0.8) will be considered
Location	Melbourne or Sydney - other locations and virtual/hybrid work arrangements will be considered
Salary range	\$95,000 - \$104,999 excluding super (depending on experience)
Award	Level Lead/Senior Manager (FYA Salary Framework)

Role summary

You're a strategic fundraiser, keen to work closely with the Executive Director, Partnerships & Engagement to develop and implement an innovative fundraising strategy to support young people to beat injustice.

You're an all rounder, keen to expand your breadth of experience in the fundraising space. You might have experience building relationships with High Net Worth Individuals, Corporates and Foundations, or crafting funding submissions, conceptualising fundraising events and/or new digital campaigns. Most importantly, you have a passion to use your fundraising experience to up-skill in new areas whilst supporting young people to change our future for the better.

You'll be perfect for the role if you're excited to be part of a team tasked with influencing the partnerships and philanthropy space by creating thought leadership initiatives to drive a major upswell in giving to youth-led systems change initiatives, both through and beyond FYA.

About the Foundation for Young Australians

Today's generation of young Australians are facing unprecedented and intersecting crises. They also have the skills, insight and ambition to address them. At the Foundation for Young Australians, our vision is that young people have the power to beat injustice and transform the future. In pursuit of this vision, our purpose is to back young people with the trust, resources, skills, and connections to make change.

FYA has an incredible history, new CEO, focused strategy, dynamic team and board, and a unique resource base. We are now shaping a future-focused organisation committed to the highest standards of professionalism, culture and conditions, diversity, and impact -- all centered around our key constituents: young people.

Our work is guided by a commitment to beating injustice and we strongly encourage applications from Aboriginal or Torres Strait Islander people, young people, people of colour, women, people with disability, people from LGBTIQ+ communities, and more. We acknowledge our sector has systematically excluded these communities.

What we offer

- **A dynamic workplace.** We are a flexible, values-led and impact-driven workplace that combines the best of in-person connection and virtual efficiency.
- **Generous leave condition and flexible work.** FYA is committed to a flexible workplace, and offers opportunities for part-time work, 12 weeks paid (primary carer) parental leave, paid cultural and ceremonial leave, and paid leave for your birthday.
- **Attractive remuneration.** Our key asset is our team, and we are committed to recruiting and retaining world class leaders in youth engagement and social change. We pay competitively, and also offer salary packaging.
- **Extensive commitment to professional development.**
- **Strategic, skilled and collaborative team.** You will be working closely with the Executive Director, Partnerships & Engagement; Communications Lead, Executive Team & Events Coordinator, as well as collaborating on fundraising initiatives across the organisation.

General responsibilities of staff in the Partnerships and Engagement team

- **Work collaboratively as a team to influence philanthropic, corporate and other partners to see young people as visionaries and creators of a new, more equitable system in Australia.**
- **Diversify income and increase revenue** to support FYA's programs.
- **Develop new thought leadership and fundraising initiatives** that build a case for support, and present young people as visionaries and agents of change.
- **Promote and recruit young people to FYA's programs** designed to support young people to create change.
- **Represent the organisation on a regular basis** with partners, funders, partners, suppliers, public audiences.

Specific responsibilities of this role

- **Work with the Executive Director, Partnerships & Engagement, Events Coordinator and Communications Lead to develop a comprehensive fundraising strategy** to underpin FYA's sustainability and growth. Including: targets, strategies, activities and the case for support associated with diverse programs and core revenue streams.
- **Conduct research and write grant applications** and proposals, maintain regular communications, and ensure required reporting and acquittal.
- **Collaborate with other teams to take FYA's programs and develop bespoke pitches** for a variety of audiences.
- **Build, maintain and track relationships, and secure multi-year support**, from across the Australian philanthropic and corporate CSR space, working in close concert with Executive Director, Partnerships & Engagement.
- **Support the design and implementation of strategic and sizable funding and donor relations events and digital campaigns** that engage middle and major donors, including launching a new bequest program.
- **Work closely with the Communications Lead** to conceptualise new thought leadership initiatives to influence the philanthropic space, to drive a major upswell in giving to youth-led systems change initiatives, both through and beyond FYA.
- **Work closely with other staff** to identify opportunities to convene and inspire donors and increase the overall quantum of funds going to youth-led action
- **Maintain a CSR/ database and pipeline** of up to date donors, prospects and actions for each.
- **Train and mentor staff** across the organisation in fundraising.
- **Regularly evaluate fundraising campaigns** and expenditure for ROI and communicate results.

Who we're looking for

You are someone who has:

- **At least 5 - 8 years' experience** in a fundraising environment, with a preference given to candidates with diverse experience across several areas of fundraising, or evidence of an ability to upskill quickly. Areas might include: bequests, digital campaigns, events, grant writing, individual giving, major and middle donor management, and thought leadership initiatives.
- **Experience** in Australian or global philanthropy - for example developing and implementing philanthropy strategies, identifying opportunities for funding, writing and submitting grant applications etc.
- **Demonstrated success** in mobilising funding opportunities.
- **Strong relationships** across the philanthropic sector, such as existing connections to foundations, and corporate philanthropy, and an ability to build and maintain lasting relationships.

- **Strategic thinking skills** with well developed problem-solving abilities, and a high degree of self-motivation and initiative.
- **Demonstrated commitment to social justice**, and especially to the gender, race, class, generational and other justice dimensions of philanthropy, and ability to critically engage with issues of power and privilege inherent in the space.
- **Passion for social change** demonstrated through professional or voluntary involvement with non-profit causes.
- **Strong proficiency with key workplace tools** such as Google apps, Slack etc.
- **A flexible, adaptable and decisive approach**, and an ability to manage a diverse workload.

Additional requirements

- A Working with Children Check and National Police Records Check is a mandatory requirement of this position.
- Applicants for this role must have a valid, legal right to work in Australia.

Click Apply Now or head to the 'work with us' section of our website and follow the application process.

- Please include a detailed resume (no more than 3 pages)
- You will be asked two questions in your application in which you're required to provide brief answers (no more than 500 words each), including:
 - A description of yourself and what excites you about this role and working for FYA
 - An explanation of how your professional experience relates to the desired candidate profile, speaking to why you want the role, and how your experience aligns
- **Deadline:** 6pm AEST, Sunday 13 June
- **Do not provide any other information.** A cover letter is not required.

For more information or a confidential discussion about the role contact:

Vicky Rouse

Executive Director, Partnerships & Engagement

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For more information about the recruitment process:

Azianni Mustapa

People and Culture Coordinator

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