



Philanthropy Manager

Cabrini Foundation

About Cabrine

Cabrini is a Catholic charitable organisation inspired by the spirit and vision of Saint Frances Xavier Cabrini and the Missionary Sisters of the Sacred Heart of Jesus. This order was founded by Saint Frances Xavier Cabrini who was canonised in 1946 and later proclaimed Universal Patron Saint of Immigrants. We are a community of care, reaching out with compassion, integrity, courage and respect to all we serve. With more than 4300 staff, 1000 accredited medical practitioners and several locations, we offer a range of employment opportunities to start, continue or advance your career.

Philanthropy Manager

Permanent full-time position

Cabrini Malvern

Attractive remuneration and salary packaging up to \$15,900 tax free each year, plus meal & entertainment card

The Role

The Philanthropy Manager is a senior member of the Cabrini Foundation and plays a key role in engaging with high-value donors to secure significant revenue for Cabrini Foundation.

Reporting to the Cabrini Foundation Director, the role is responsible for building and nurturing long term relationships with a portfolio of high-value individuals, structuring strategic, personalised and tailored supporter journeys to maximise their contributions. The Philanthropy Manager is a member of the Capital Campaign Committee and line manages the Philanthropy Lead.

Key responsibilities include:

- Manage a strong pipeline of high-value supporters from identification and research, engagement, proposal development, solicitation and stewardship.
- Collaborate with colleagues and internal stakeholders to create compelling proposals and impact reports to present to donors.
- Develop and manage long term, win-win relationships with a portfolio of existing and prospective supporters.
- Contribute to the development and delivery of the Foundation's strategic and operational plans, including the new capital campaign, and leading the major donor program and donor engagement events.
- Member of the Capital Campaign Committee and line manager of the Philanthropy Lead.

About you

Tertiary qualification in a relevant discipline such as marketing, communications, commerce or related field; and experience in philanthropy or fundraising, and/or demonstrable skills in relationship management, business development or marketing.

You will have:

- 5+ years' experience in fundraising or relevant field with a track record of securing high-value gifts or achieving sales targets
- Demonstrated knowledge and understanding of philanthropic giving principles

- Excellent communication and interpersonal skills, including maintaining personable yet professional relationships
- Excellent organisational and time-management skills
- Proactive and highly motivated with an ability to work autonomously
- Proficient in Office 365 suite and quick to adapt to new software / databases.

To view the full position description click [here](#).

Enquiries to: Cabrini Foundation Director Megan Potter on 9508 1780.

Closing date: 11 January 2023.