



JOB DETAILS

Title:	Corporate Fundraising Manager
Contract:	Full Time, Contract of Indefinite Duration (CID)
Salary:	€56,000 - €61,000 - depending on experience ¹
Reporting to:	Head of Fundraising

BACKGROUND INFORMATION

The Irish Red Cross Society (IRC) is part of the world's largest independent humanitarian network, the International Red Cross and Red Crescent Movement. The IRC is committed to and bound by, its Fundamental Principles of Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality. The vision of the Irish Red Cross is to be a leading humanitarian organisation, providing impartial services and support to vulnerable communities both at home and abroad. Our mission is to identify and deliver humanitarian assistance to those who are most in need.

SUMMARY OF ROLE

The Corporate Fundraising Manager is a key role within the fundraising team. The role is responsible for the delivery and oversight of funds raised through engagement with corporate donors in support of the Irish Red Cross while overseeing the strategic development of the IRC's Corporate Fundraising Programme.

We are seeking a highly skilled and dynamic individual with exceptional strategic development, management and networking skills to drive this critical and expanding area of Irish Red Cross fundraising.

This is an exciting role for a self-starting individual who wants to make a difference working with one of Ireland's most respected charity organisations.

¹ This role is assigned to the Job Family of: **Programme / Project Manager**. The Irish Red Cross has 6 Job Families: Secretary General; Senior Manager; Programme/Project Manager; Coordinator; Development & Admin; Administration.



The successful candidate will have an established track record in the development and implementation of effective corporate fundraising strategy and the successful acquisition of donation through active donor outreach and engagement. This candidate will also have excellent communication skills, the capacity to draft compelling proposals and be comfortable delivering presentations and programme updates in informal and formal settings.

ROLE RESPONSIBILITIES

In this role, the Corporate Fundraising Manager will:

- Develop, lead manage and monitor the strategic development of the Irish Red Cross Corporate Fundraising Programme – focussing on partner recruitment and engagement through core activities including – but not limited to:
 - The development of IRC strategies to enlist and retain long-term Corporate partners that are committed to the cause of the Irish Red cross,
 - The identification of new and potential fundraising opportunities.
 - Proactively develop and manage existing and new short and long-term strategic corporate partnerships in support of the Irish Red Cross' work at home and abroad.
 - Donor engagement - including the implementation of events, PR & promotion.
 - Development of quality funding Proposals and timely donor reports.
- Work with the Head of Fundraising and colleagues throughout the IRC to achieve the mission of the Irish Red Cross.
- Serve as manager for the IRC Corporate Fundraising programme - line managing any staff in this area.
- Provide regular reporting and feedback on fundraising progress to Head of Fundraising.
- Represent Irish Red Cross for fundraising activity and/or at events where required.
- Ensure all activities comply with Irish Red Cross's policies and procedures, relevant professional codes of conduct and standards, regulation and legislation governing charity activities.
- Work actively towards the achievement of the Irish Red Cross goals.
- Undertake training and development as required.
- Undertake any other reasonable work-related duties and responsibilities assigned by the relevant line manager that are consistent with the nature of the job and level of responsibility.



ROLE REQUIREMENTS

Essential Criteria

- Experience in Corporate fundraising and relationship management
- Experience in the development and implementation of corporate fundraising strategies
- A confident networker with the ability to forge strong working relationships
- Competency of engagement with established social media channels
- Excellent communication and interpersonal skills
- Strong Report writing & IT skills – including CRM Databases and MS Office.
- Full clean driving license and access to a vehicle
- Experience of dealing with sensitive information in a discreet manner
- Flexibility and adaptability and a willingness to take on additional duties
- Flexible approach to working hours in response to varying demands of the office
- A keen interest and understanding of the not-for-profit sector as well as fundraising principles.
- Good administrative and organisational skills
- Ability to speak and write fluent English
- Ability to meet deadlines and targets.
- Excellent attention to detail

Desirable Criteria

- A minimum of 5 years proven and relevant experience in fundraising
- All levels of education and experience will be considered. However, good communication and interpersonal skills are essential.
- Committed interest in the work & principles of the Irish Red Cross.
- Ability to lead, and work as part of, a team.
- Ability to respond to a varying workload in a busy environment.

FURTHER INFORMATION

The Irish Red Cross offers the following benefits in addition to salary.

- A 5% employers' contribution to a company contributory pension scheme
- Closure of the office on Good Friday, plus two additional 'privilege days' to be used at Easter and Christmas respectively.
- Death in Service benefit of four times salary



- Flexible working hours, including opportunities for hybrid working.
- Further education, training and learning supports
- Professional subscriptions (as applicable)
- Travel (bike-to-work schemes/tax saver commuter tickets)

The Irish Red Cross is an equal opportunities employer. We value diversity and aspire to reflect this in our workforce. We welcome applications for people from all sections of the community, irrespective of gender, civil status, family status, sexual orientation, religion, age, disability, race or membership of the Traveller community.

This role requires applicants to have the right to work in Ireland.

This role is a full time position based on a 35 hour working week. It may require occasional evening and weekend work.

APPLICATION PROCESS

To apply for this role, please forward a copy of your CV, together with a cover letter setting out how you meet the essential and desirable criteria for this role to jobs@redcross.ie

Your email should contain Corporate Fundraising Manager in the subject line.

Applications should be in .pdf or MS Word format, and with file names in the following format: **<Surname>, <First name> - CV and <Surname>, <First name> -**

Cover Letter

The closing date for applications is **Wednesday, April 9**

Shortlisting for interview will be on the basis of the essential and desirable criteria for this role.

It is intended to hold initial interviews for this role in the **third week of April.**

Please note that there may be a second round of interviews.