

## Head of Fundraising

**Location:** Sandyford, flexible and hybrid arrangements available (with a minimum of 2 days in the office).

**Supervision:** Reports directly to CEO

**Position Structure:** Full-time, 23-month fixed-term contract, with potential for extension based on funding (a 4-day week will be considered for the right candidate).

**Travel:** Routine travel within Dublin, occasional nationwide travel.

### About the Dental Health Foundation

The Dental Health Foundation (DHF) is the only independent charity dedicated to improving oral health and well-being in Ireland. Since 1977, the DHF has been at the forefront of contributing to oral health promotion in Ireland, actively supporting government policy and the Health Service Executive by providing practical support to the oral health profession, schools and community groups. The DHF strives to ensure the inclusion of oral health professionals in key policy discussions and contributes to a range of public fora. Our work is evidence-based, and we use our resources to promote health equity that empowers people to make better oral health choices. We are governed by a Board of Trustees who are professionals from the dental and business sector(s).

### Position Overview

**The Head of Fundraising is a new position and integral to the future of the DHF. S/he will take lead responsibility and drive a new fundraising strategy aimed at securing major gifts from corporations, charitable foundations & trusts, and high net-worth individuals.**

Following a feasibility study in 2024, we are now ready to begin a major donor development programme to secure and sustain new funding over the next 24-30 months to support three game-changing initiatives that align with Ireland's new Oral Health Policy (Smile agus Sláinte) and the WHO's Global Oral Health Strategy (2023-2030).

We are seeking a motivated, self-starter with at least 8 years of experience in fundraising, major gifts, or philanthropy, who thrives in building relationships and driving strategic initiatives.

## Primary Responsibilities

Duties will include but are not limited to:

- **Major Gifts:** Secure between 10 to 15 major gifts annually from corporations, foundations and trusts and high net-worth individuals.
- **Donor Prospect Pipeline Development:** Identify, research and cultivate new donor leads and relationships with mid- to C-level executives across the oral health industry and allied sectors as well as leaders in charitable foundations / funds. Manage a portfolio of key donor prospects, implementing tailored engagement and solicitation strategies.
- **Grant Research and Applications:** Identify and apply for relevant funding opportunities, including grants that align with DHF's mission.
- **Corporate Philanthropy** – Develop structured corporate partnership opportunities in corporate social responsibility and cause-related marketing that yields multi-annual gifts and financial growth for DHF.

### As Head of Fundraising, a typical day may include:

- Conducting in-depth research on all donor prospects to inform effective engagement strategies.
- Designing and preparing high-quality, personalised development materials and grant applications tailored to each prospective donor.
- Cultivating and strengthening relationships with key industry leaders and stakeholders to advance the DHF's mission and objectives.
- Taking the lead in delivering well-organised, compelling 'asks' to potential donors, ensuring all interactions are strategically executed.
- Collaborating closely with the CEO to develop and implement DHF's overall fundraising strategy, as well as designing a variety of impactful communications, public relations, and outreach initiatives that support the development function.
- Working alongside the DHF Development Council, a newly established group providing strategic oversight and support to the Head of Fundraising, ensuring alignment with overall organisational goals.
- Analysing and measuring the output of your development activities, regularly assessing the effectiveness and impact of fundraising efforts and adjusting strategies accordingly.

### This job might be for you if:

- **You have a solid track record of development success in the nonprofit sector.** You love taking on difficult developmental challenges. You love to get big gifts. You write winning grants. You'll keep at it until the job is done. You like managing multiple 'asks' simultaneously, and demonstrate maturity, patience, levelheaded leadership and calm under pressure.

- **You have a keen eye for detail but have a clear ‘big picture’ perspective.** As far as you’re concerned, anything worth doing is worth doing excellent – every single time.
- **You are an excellent communicator.** Your written work is exceptional and tailored to the interests of your audience. You are an engaging and active listener. You speak eloquently, and can tell a compelling story in a natural, relaxed and direct manner.
- **You are driven and like working independently in a fast-paced environment.** You like working independently but also thrive in a team-setting. You enjoy a diversity of job requirements. You want to make a meaningful difference in the world, and it doesn’t bother you that it occasionally means working outside of standard hours.
- **You are enthusiastic about high-touch, high-energy, relationship-centred major gifts.** You are a strong and insightful development professional who knows how to work a room, develop rapport, push open doors with respect, a smile and some savvy.
- **You are fearless and strive for excellence.** You work hard and take full ownership of your work. You are reliable and resilient. You have superior organisational skills. You want to achieve goals and work diligently.

### **This is what we require:**

1. **Proven track record and direct experience of 8-10 years in multi-annual fundraising, major gifts campaigns, corporate giving, and securing grants/gifts of 4 and 5 figures.** Demonstrated success in leading substantive fundraising campaigns that resulted in a measurable difference to the organisation (e.g., elevated profile, broader visibility, increased funding and increased donor prospects in pipeline).
2. **Excellent interpersonal and communication skills,** especially the ability to forge strong interpersonal relationships with corporate managers and directors, oral health leaders and media contacts and secure gifts of 4 and 5 figures. We want someone with excellent writing skills who can synthesize and improve existing written material, write for different audiences and delivery channels (print, grant proposals, websites, social media, etc.) and effectively communicate the DHF impact and value proposition to our donors and prospects.
3. **Passion for DHF’s mission** and ability to translate our key strategic initiatives into compelling major gifts and dynamic corporate partnerships.
4. **Cultural sensitivity, sound and mature judgment,** and strong interest in working in a demanding and intellectually challenging environment, with the organisational ability to handle multiple tasks aligned with ambitious deadlines.

5. **Understanding of the non-profit & health sector** – Familiarity with the non-profit, charitable, and health sectors in Ireland, and a deep understanding of the unique challenges and opportunities within these fields.
6. **Educational Qualifications** – A third-level qualification is required, with a Master’s degree being preferred.

## Terms

This is a **fixed-term contract for up to 23 months**. The contract may be extended beyond the initial time, depending on available funding.

Salary €73,000 to €78,000 per annum (DOE).

25 days annual leave (You will be required to keep 3 days annual leave for Christmas Period).

At the end of **Year 1**, a pre-agreed set of **performance metrics** will be used to evaluate whether the contract will be renewed. These performance metrics will include:

- Formal asks made and gifts received.
- Meaningful cultivation and prospect visits with agreed targets.
- Stewardship efforts, including the quality of relationships built with donors and prospects.

## How to Apply

Email your CV with a tailored cover letter outlining why you are perfect for the position at DHF to: Neal Newman, [newmanassociates@mac.com](mailto:newmanassociates@mac.com)

**Closing date is April 18th, 2025.**