

Irish Hospice Foundation: Director of Fundraising **(<https://www.activelink.ie/node/109378>)**



Director of Fundraising

About the Role

Job Purpose: As a key member of the Senior Management Team, the fundraising Director plays a pivotal role in shaping and delivering on the organisations fundraising strategy. The position involves securing and growing the organisations income in line with IHFs strategic plan. Funding raised is currently circa €3 million annually.

Salary: €69,491 - €81,754 depending on experience

Contract Type: Permanent Full time (37 hours a week)

Job Location: Our offices are based on Nassau St., Dublin 2. We have a hybrid work model in place (a minimum requirement of 2 days a week in the office).

Reporting to: CEO

Responsibilities:

- To lead on the delivery of the key strategic revenue lines with the aim of meeting the overall fundraising target.
- Foster and manage relationships as the key public lead of the IHF's Fundraising Department
- Design the optimum strategic direction for the IHF's fundraising plan in accordance with the organisation's strategic plan and values and the market opportunities.
- Design, develop and lead significant national fundraising initiatives in association with major corporate, retail and media partners in Ireland.
- Develop tailored and motivating proposals and partnerships for targeted Private and Corporate Donors in Ireland.
- To maximize return on investment for each fundraising activity and diversify fundraising channels to reduce dependency on any one income stream.
- As a member of the Audit Risk and Finance sub-committee of the Board provide regular summary reports on progress against fundraising targets, any risks and potential opportunities.

Reporting on fundraising outcomes including:

- Briefing Board, senior management team, staff and stakeholders as required.
- Reporting on fundraising campaigns' performance, suggesting adjustments to improve effectiveness.
- Building on and expanding IHF relationships with key individual contributors and organisations.

Team Leadership:

- Managing, motivating and supporting a team of staff (currently 8), working to develop an agreed sense of vision for the programmes; including performance management, in compliance with policies and procedures of the IHF.
- Key member of IHF Senior Leadership Team
- Playing a full role as a member of the SMT in delivering overall strategic and operational leadership of the organisation and ensuring cross department collaboration.
- Working closely with the Director of Marketing and Communications on development of communication campaigns to support fundraising initiatives.

Relationship Management:

- Develop Strategic Collaboration Initiatives: Identify and pursue strategic collaboration opportunities with companies, individuals, and other organisations to foster innovative partnerships that extend beyond traditional fundraising methods.
- Implement Donor Recognition Programs: Manage donor recognition programs to acknowledge and appreciate contributions from individuals, corporates and major donors. Ensure personalised and meaningful recognition to enhance long-term relationships.
- Create Personalised Onboarding Strategies: Review and develop existing personalised onboarding strategies for new donors, ensuring a smooth and positive introduction to the organisation. Tailor communication and engagement plans to align with each donor's preferences and expectations.

Financial Management:

- Ensure that all fundraising targets are met: Reach stretching fundraising goals year on year.
- Diversify Revenue Streams: Strategically diversify fundraising channels to reduce dependency on specific sources, ensuring a more resilient and varied income portfolio.
- Establish and Optimise Key Performance Indicators (KPIs): Develop and regularly review KPIs related to fundraising performance, ensuring they align with organisational goals. Optimise strategies based on KPI insights.
- Prepare fundraising budget: Accurate preparation of the fundraising budget, income and expenditure management and provision of accurate forecasts.

Carrying out other roles or duties as are within the scope, spirit and purpose

Qualifications and Experience

IHF is open to applications from candidates who have experience in most but not all of the following areas. The successful candidate will be supported through their induction to increase their knowledge and ability to deliver on the responsibilities outlined here. Further training and ongoing support will be available.

Essential:

- A minimum of seven years professional experience in fundraising charity type markets.
- Significant record of achievement in:
 - Fundraising for not for profit
 - Record of achievement of challenging targets
 - Record of innovation in fundraising.
 - Strong sales and 'completer –finisher' skills. Key to the role is a passion for 'closing the sale'.
 - Must be able to demonstrate leadership of a team
- Technical knowledge of fundraising best practice
 - Senior level strategic thinker with deep understanding of fundraising within charities.
 - In depth understanding of Irish and international fundraising trends, sectors and corporate major gifts.
 - Knowledge of optimum management information systems (e.g. The Raisers Edge and Salesforce).
 - Excellent experience in financial management, planning and budgetary controls.
 - Strong awareness of brand building.
 - Commercially literate with knowledge of corporate field and grant making institutions
- Senior management skills
 - A strong ability to lead, motivate and empower both the IHF fundraising team and significant fundraising partners as well as a strong team player on the IHF's management team.
 - Exceptional organizational, time and people management skills.
 - Excellent communicator. Must be a powerful public advocate for the work of the IHF.
 - Dynamic, energetic, positive clear thinker.
- Self-management
 - Must be able to demonstrate excellent self-management and management of a senior role within a challenging environment.
- Exceptional networker with strong existing personal network (that can be immediately tapped into) at Director and CEO level.
- A commitment to the work of the Irish Hospice Foundation.

Desirable:

- Relevant qualification in fundraising related activities.
- Successful track record in sourcing funds from Philanthropic organisations, high net worth individuals, and legacies.

The above Job Specification is not intended to be a comprehensive list of all duties involved, and, consequently, the post holder may be required to perform other duties as appropriate to the post that may be assigned to them from time to time and to contribute to the development of the post while in office.

Benefits Include

Pension As a member you will be required to make a pension contribution of 5% on your gross annual salary. IHF will contribute 10% on your behalf to a company contributory pension scheme.

Death in Service 4 times annual salary

Income Protection 75% of salary and cover pension contributions

Annual Leave 23 days per year (increased with service)

Additional Leave Days Closure of the office on Good Friday, half day Christmas Eve and time between Christmas and New Year

Sick Pay Up to 6 months certified sick leave

Hybrid Work Arrangement 2 days working from the office

Maternity Leave 26 weeks fully paid maternity leave (less social welfare benefits)

Adoptive Leave 24 weeks fully paid adoptive leave (less social welfare benefits)

Paternity Leave 2 weeks fully paid paternity leave (less social welfare benefits)

Sabbatical Leave Opportunity to take Sabbatical leave after 5 years of service

Opportunities for training and workplace development

Flexible work options

Access to our Employee Assistance Programme

Travel (bike-to-work schemes/tax saver commuter tickets)

Application Procedure

Closing date for applications is **21st July 2024**.

Applicants should submit a CV (max. 2 pages) through the link below, detailing relevant experience, along with a covering letter outlining the reasons they believe they are suitable for this role.

Job link: [/irish-hospice-foundation/jobs/29577/director-of-fundraising-dublin](https://login.hirelocker.com/irish-hospice-foundation/jobs/29577/director-of-fundraising-dublin) (<https://login.hirelocker.com/irish-hospice-foundation/jobs/29577/director-of-fundraising-dublin>)

- Applicants will be short-listed based on information supplied.
- Late or incomplete applications will not be accepted.
- Should the person recommended for appointment decline, or having accepted it, relinquish it, or if an additional vacancy arises, IHF may, at its discretion, select and recommend another person for appointment on the results of this selection process.

Region

Dublin 2 / Hybrid

Date Entered/Updated

5th Jul, 2024

Expiry Date

21st Jul, 2024

Source URL: <https://www.activelink.ie/vacancies/community/109378-irish-hospice-foundation-director-of-fundraising>