

Epilepsy Ireland: Corporate and Trusts Fundraising Officer **(<https://www.activelink.ie/node/113212>)**



Together we can achieve a society where
no person's life is limited by epilepsy

249 Crumlin Road, Dublin 12

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Corporate and Trusts Fundraising Officer

Title: Fundraising Officer

Location: Epilepsy Ireland, 249 Crumlin Road, Dublin 12

Hours of Work: 35 hours per week, Monday - Friday. Some flexibility for evening and weekend work may be required.

Reporting to: Fundraising & Development Manager

Terms: Permanent Contract, 6-month probationary period.

Background:

This is a unique opportunity for an early career fundraiser to demonstrate their skills and expertise. As part of a growing fundraising team, you will make an integral contribution to developing corporate, trust, foundation, and grant income in Epilepsy Ireland. This is a new role for the organisation, meaning there is a real opportunity to build and own a successful corporate fundraising pipeline, and nurture relationships with important funders.

If you are a driven, professional, and ambitious fundraiser, this is the ideal opportunity to make your mark and take the next step in your career.

Epilepsy Ireland:

Epilepsy Ireland was established in 1966 and is the national organisation working for people with epilepsy and their families. Our vision is to achieve a society where no person's life is limited by epilepsy. Our work encompasses:

- Information, training and support services for people with epilepsy and their families, delivered from head office in Dublin and 10 regional offices.
- Education and training for health professionals.
- Raising awareness and improving public understanding of epilepsy.
- Advocating on behalf of people with epilepsy.
- Funding and supporting epilepsy research.

See www.epilepsy.ie (http://www.epilepsy.ie) for more information on the organisation and our activities.

Role Description

This is a new role critical to the growth of fundraising in Epilepsy Ireland. Reporting to the Fundraising and Development Manager, the Officer will be responsible for corporate and trust, foundation, and grant fundraising. This includes growing income; acquiring new supporters; stewarding successful relationships; and expanding the portfolio of organisations supporting the work of Epilepsy Ireland. In addition, the Fundraising Officer is responsible for gathering engaging stories of impact for a variety of audiences, supporting the generation of impact communications to supporters.

The Officer will support other fundraising activities where needed and maintain high standards of supporter stewardship. The Officer will be responsible for tasks such as liaising with external fundraisers, handling incoming queries, and promoting Epilepsy Ireland to potential new donors and other relevant bodies as required.

Please see full Job Description attached below.

Key information:

Closing date: 7th February

Shortlisting/screening: w/c 10th February

Interviews: 19th and 20th February. A second round of interviews may be held the following week if necessary.

Please submit a CV and cover letter to recruitment@epilepsy.ie (<mailto:recruitment@epilepsy.ie>) and include 'Corporate and Trusts Fundraising Officer application' in the subject of the email. If you have any questions about this role please contact Cian Dikker, Fundraising and Development Manager, at cdikker@epilepsy.ie (<mailto:cdikker@epilepsy.ie>) or **085 880 8012** (tel:0858808012).

Epilepsy Ireland is an equal opportunities employer. If you require any specific accommodations to participate in this recruitment process, please do not hesitate to contact us.

Region

Dublin 12

Date Entered/Updated

17th Jan, 2025

Expiry Date

7th Feb, 2025

Attachment

[EI Corporate and Trusts Fundraising Officer.docx](#)

Size

49.69
KB

Source URL: <https://www.activelink.ie/vacancies/community/113212-epilepsy-ireland-corporate-and-trusts-fundraising-officer>