

Samaritans: Fundraising Officer **(<https://www.activelink.ie/node/114732>)**



JOB TITLE: Fundraising Officer

DEPARTMENT: Samaritans Ireland

TEAM: Partnerships & Income Generation

LOCATION: Hybrid – Linked to our Dublin office with home and office working

POSITION IN ORGANISATION

- Reports into: Head of Partnerships & Income Generation
- Line Manages: N/A
- People responsibility: N/A

MAIN PURPOSE OF JOB

In this role you will:

- Proactively deliver and maximise income and engagement from a wide range of fundraising activities to support Samaritans in Ireland and Northern Ireland.
- Research, secure and manage corporate fundraising relationships.
- Provide outstanding stewardship and account management to existing and new relationships.
- Assist with other areas of fundraising including: Grants, Trust & Foundations and Community Fundraising.
- Support branches in ROI & NI to achieve their income generation goals.

KEY RESPONSIBILITIES

- Support the development of community fundraising and events through creativity, event management and excellent stewardship.
- Support the development of a corporate fundraising pipeline by researching, securing and maintaining long-term corporate partnerships, and so ensure sustainable income growth and engagement.
- Develop compelling funding proposals for corporate prospects and progress reports for supporters.
- Provide day-to-day account management and stewardship for companies who choose to support Samaritans through both reactive support and proactive management.
- Engage partners and prospects in the wider work of Samaritans.
- Provide support to Head of Partnership & Income Generation in the delivery of Charity of the Year and other key partnerships.
- Use CRM to track all progress against the prospect pipeline and record all fundraising interactions in order to provide regular reports to Head of Partnerships & Income Generation
- Deliver agreed personal and financial targets and objectives and contribute to the ongoing review and development of the team and Samaritans Ireland strategy.
- Work collaboratively with colleagues in Samaritans Ireland offices in Dublin and Belfast, and the Samaritans office in Ewell, UK, to identify and develop fundraising opportunities.

PERSON SPECIFICATION

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

- Previous work experience with Relationship Management, Fundraising or Marketing in the charity/non-profit sectors, including prospect research and developing new relationships.
- Experience in raising funds through community initiatives
- Demonstrable success in securing corporate/COTY partnerships and achieving fundraising targets
- Strong presentation skills with experience of presenting to both individuals and large groups.
- Ability to create compelling proposals / grants for support and impactful report writing.
- Excellent networking skills.
- Experience of giving a high level of customer care.
- Experience of independently working to meet specific objectives.
- Track record of working to and meeting targets.
- Ability to review the corporate philanthropy market and identify opportunities.
- Ability to build and maintain strong relationships with colleagues and stakeholders
- Ability to work independently and show initiative

Desirable

- Experience of managing or working with volunteers
- Experience of managing a CRM database to support fundraising activities
- Knowledge of relevant fundraising guidelines and regulatory requirements

Everyone who works for the Samaritans is expected to:

- Demonstrate genuine commitment to our vision that fewer people die by suicide.
- Promote, believe in and work within our equity, diversity and inclusion policies and procedures.
- Value and embed the voice, insights and expertise of people with lived experience in line with our lived experience principles and policies.
- Promote and work within our safeguarding and health and safety policies and procedures.

The nature of Samaritans service delivery model means that there might be significant evening and weekend working for which time off in lieu will be given.

Main internal contacts

- Samaritans Ireland Team
- Corporate Partnerships Team, Samaritans Central Charity (UK)
- Branch fundraising officers

This job description is a statement of requirements at the time of writing and is not contractual. It should not be seen as precluding future changes after appointment to this role.

[Please click here to apply. \(https://samaritans.peoplehr.net/Pages/JobBoard/Opening.aspx?v=bea28742-db21-4beb-afa2-a02a9c8f39a2\)](https://samaritans.peoplehr.net/Pages/JobBoard/Opening.aspx?v=bea28742-db21-4beb-afa2-a02a9c8f39a2)

Closing Date: 11/04/2025

Region

Dublin / Hybrid

Date Entered/Updated

28th Mar, 2025

Expiry Date

11th Apr, 2025

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