



Transform Aid
INTERNATIONAL



**BAPTIST
WORLD AID**
AUSTRALIA
Be love. End poverty.

Major Gifts Coordinator

- Part time position – 3 days per week
- Flexible working conditions
- Humanitarian organisation

Why Transform Aid International?

If you have a desire to be part of a passionate, committed, people-oriented team who is committed to ending poverty... then you're in the right place!

Transform Aid International is an international Christian development organisation working in 18 countries. We partner with like-minded organisations overseas to implement community development and disaster projects that empower communities to lift themselves out of poverty. Last year, our work directly benefited 332,391 people.

When you join Transform Aid International, you'll become part of a rich, 60-year history. As a valued Major Gifts Coordinator, you'll be integral to achieving our mission of helping Australians tackle the injustice of global poverty. The National Partnerships Team is a high achieving team, committed to partnering with our constituents and ensuring the gifts of our faithful Australian supporters are mobilized towards our overseas-led projects.

We're looking for someone with the know-how, passion, and commitment to work towards ending poverty... is it you?

Who we are looking for? Major Gifts Coordinator

Location: Head office is in North Ryde, NSW. Flexible working conditions available.

Position: Permanent part-time (21 hours per week)

If you want to work in a supportive team environment alongside passionate and talented individuals who have a genuine passion for the work that we do, then this could be the right role for you! As part of the National Partnerships team, you will support the National Partnerships Manager in planning and implementing relationship fundraising activities, events, supporter trips and administrative tasks.

This role is ideal for an administrative or project coordinator guru! Your strong attention to detail, excellent communication & problems solving skills and ability to manage multiple tasks at any one time will see you thrive in this role where no two days will be the same.

As a Christian, you'll share our vision for a world without poverty as God intends... and participate enthusiastically in prayer sessions, biblical reflection sessions and church services.



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Why work with Transform Aid International?

People

Work with a team of people who are as passionate about ending poverty as you are!

Culture

Motivated by love, we respect and value all people... starting with each other.

Salary sacrificing

We offer salary sacrificing, which means in effect part of your pay is paid tax free, giving you more money in your take home pay.

Flexible working arrangements

We offer flexible working arrangements, which means you can maintain that work / life balance!

To apply, visit our website by [clicking here](#) and click on the 'Apply' button at the bottom of the ad. Please include a copy of your resume and a cover letter addressing the selection criteria below:

1. Please provide example(s) of your experience coordinating a project end to end.
2. Describe your experience managing events. How do you stay organised & on budget?
3. Please describe a time where you were required to handle multiple projects/deadlines at a time. How do you prioritize and maintain attention to detail?
4. Please describe your faith as an authentic committed Christian.

Applications close 30th November 2020. We will be reviewing applications and interviewing suitable candidates as they apply, so please don't wait until the closing date to apply, we want to hear from you today!

- *Please note: TAI is a child safe organization and our recruitment and selection procedures reflect our commitment to the safety and protection of children in our activities. As part of the selection process, candidates may be required to undergo psychometric testing, police checks and working with children checks.*