

REGULAR GIVING MANAGER



Victor Chang
Cardiac Research Institute

- Help the 4.2 million Australians affected by cardiovascular disease
- World class research institute
- Inner city location, close to public transport

About us

The Victor Chang Cardiac Research Institute is Australia's home of heart research. Utilising world best technology, the Institute is renowned for the quality of its scientific breakthroughs in its pursuit to discover better ways to diagnose, treat and prevent cardiovascular disease.

As a not-for-profit medical research facility in operation for over 27 years, the Victor Chang Cardiac Research Institute has delivered world-class research which has produced many ground-breaking discoveries and helped improve the lives of people worldwide. If you want to take your career to the next level and make a real difference by collaborating with some of the best scientific minds in the medical research sector, look no further.

Your next career opportunity

We are seeking an experienced Regular Giving Manager with a proven track record in managing partnerships with external agencies, data analysis and managing budgets whilst implementing strategies that minimise attrition and meet acquisition targets across multiple channels including Face-to-Face.

Reporting to the Director of Development and working closely with our Donor Care Coordinator, and the broader fundraising and communications team your main focus will be ensuring that the KPI's for the Regular Giving program are met. The Regular Giving Program is a crucial fundraising stream within a broad direct marketing strategy and this role is fundamental to our continued funding growth and enabling our scientists and doctors to continue their ground-breaking research.

What we will trust you with

Your highly collaborative and outcome focused attitude coupled with your leadership skills will see you manage and mentor the Donor Care Coordinator and Fundraising Administration Assistant as part of the larger Direct Marketing team.

You will use your advanced data analytics skills to generate reports and dashboards to continually monitor budgets and program performance in order to make recommendations to our Senior Leadership team. You will be responsible for developing and implementing a cross-channel retention and upgrade strategy to maximise regular giving income including donor stewardship plan and associated communications collateral.

Does this sound like you?

- Minimum 2 years' experience managing Regular Giving programs for a NFP/charity.
- Experienced in monitoring ROI, budgets and forecasting.
- Solid experience with Raisers Edge/NXT or similar CRM.
- Excellent Microsoft Office skills and strong computer literacy.
- Comprehensive understanding of Privacy Regulations relating to confidential information and data.
- Comprehensive understanding of due diligence process for F2F and TM outsourced agencies.
- Experienced in contract negotiations.

What you will be proud of

Being part of an Institute that is not only dedicated to finding cures for cardiovascular disease, but one that also strives to ensure our employees and students enjoy a great working environment. We value and are committed to providing a safe working environment that embraces diversity, gender equity and promote flexible working arrangements for all employees. We encourage Aboriginal and Torres Strait Islander people to apply. We also welcome applicants with diverse educational backgrounds, professional knowledge, personality types, thinking styles and life experiences. If you have a disability or special need that requires accommodation, please let us know.

What we offer:

- A collaborative, innovative and supportive culture
- State of the art research equipment
- Salary packaging
- Paid parental leave
- Learning and development opportunities

Come and work with us & help make a difference.

Passion • Courage • Integrity • Curiosity • Teamwork • Respect

How to Apply: • For further information about the role, please visit our website – www.victorchang.edu.au
• If you would like to apply for this role, please send your cover letter & CV to recruitment@victorchang.edu.au

Closing date: 29 September 2021