

Direct Marketing Specialist

Who are MSF

Médecins Sans Frontières (MSF) is an international medical humanitarian organisation that delivers emergency aid to people affected by natural or man-made disasters and victims of armed conflict. MSF provides assistance to populations in distress irrespective of race, religion, creed or political convictions.

MSF Australia secures an annual revenue of AUD 100 million in untied funds and deploys over 100 staff to projects across the globe. We are proud to be part of the MSF movement and are committed to our shared social purpose and our principals of humanity, impartiality, neutrality and independence.

Benefits of working with MSFA

- Flexible & hybrid working arrangements
- Yoga, Meditation & language classes
- Salary packaging plus benefits & allowances
- Annual salary review
- Personal training budget & LinkedIn learning licence
- Amazing culture & career development opportunities
- An organisation with a strong culture of philanthropy
- Employee Assistance Program
- Additional leave & purchased leave options
- Monthly afternoons off!
- Plus so much more!!

Responsibilities of your role

Reporting to the Appeals Manager this essential team-based role is accountable for the execution of the robust and ambitious Appeals Programs and Direct Mail activity for MSF Australia and MSF New Zealand.

You will project manage activities for a diverse range of campaigns across appeals, newsletters, emergency DM and mailing with a focus on acquisition and retention, as well as driving continuous improvement and developing best practice processes. As a key project manager for the Direct Marketing Appeals team, accountabilities will include compliance, application of editorial standards, reporting and contributing to strategy, annual plans and the budget process.

Represent MSFA through the management of external stakeholders – creative agencies, mail houses, list suppliers and data specialists to optimise relationships and ensure supplier contracts are met. Internal collaboration will include liaison with international counterparts and domestically working with the Data, Supporter Relations, Digital, Communications teams.



Job advertisement

What you will bring

To be successful in this specialist role, you will have a broad understanding of fundraising principals coupled with a personal hunger for delivering targets. You will be motivated by developing your career in fundraising and being a part of a global humanitarian aid organisation. Ideally you can demonstrate:

- Excellent knowledge of direct mail appeals programs.
- Proven project management and account management experience.
- Experience using data to assist decision making and strategy development.
- Demonstrated ability to build effective relationships with internal and external stakeholders.
- Outstanding organisation and administrative skills.
- Excellent communication and social skills.

Applications

To apply send your resume and cover letter to MSFAOfficeRecruitment@sydney.msf.org

Applications will be reviewed on receipt.

For more information see the website www.msf.org.au or contact Recruitment on +61 2 8570 2609 with any questions.

In MSF Australia, we believe the following 5 values form the foundations of our culture – **Transparency, Respect, Understanding of Diversity, Stepping In and CollaboraTion.**

At MSF Australia we value T.R.U.S.T as an essential element to how we operate and believe that these organisation values flow from this trust that we build.

MSF Australia is committed to creating an inclusive and belonging workplace for all our staff. We believe that a diverse team helps us better serve those most in need, we encourage flexibility (in all its forms) and we encourage people from a wide range of backgrounds to apply for this role, including Aboriginal and Torres Strait Islander peoples, LGBTQIA+, people from culturally and linguistically diverse backgrounds and people with disabilities. We encourage anyone to request support if you think you may require reasonable adjustment during the recruitment process, please call MSF Australia HR on +61 2 8570 2609 or email MSFAOfficeRecruitment@sydney.msf.org

Please note:

A criminal record check may be required as part of the selection process. Applicants with criminal records will not automatically be ineligible for the position they are applying for.

Médecins Sans Frontières Australia has a Child Protection Policy and Covid-19 vaccination policy in place, all employees are required to comply with these policies.