

# Philanthropy Manager

- *Join a high performing Development team*
- *Grow philanthropy, impact and engagement*
- *Generous benefits and professional development opportunities*
- *Full time role in vibrant St Kilda*



**St Michael's** has recently adopted an ambitious new Philanthropy Strategy that builds on the success of the past few years and sets out a long-term plan for the further development of a strong philanthropic culture at St Michael's.

Reporting to the Director of Enrolments, Engagement, Communications and Advancement (DEECA), the **Philanthropy Manager** will be responsible for building and strengthening relationships with a connected and informed philanthropic community across a suite of campaigns including regular giving, major gift, bequests and events.

**St Michael's Grammar School** is a co-educational, independent, Anglican school in St Kilda. For more than 125 years, the School has delivered expansive and holistic learning programs from Kindergarten to Year 12. The School is respected for its exceptional education, well-being programs and a deep commitment to innovative approaches to teaching, learning and caring.

## About YOU

You will be a contemporary and innovative thinker, with strong leadership experience in philanthropy and fundraising.

- Hold relevant tertiary qualification or post-graduate qualification in philanthropy, marketing, public relations, communications or related fields, or equivalent work experience
- Demonstrate capacity to drive effective strategic and operational outcomes relating to philanthropy
- Demonstrate experience in a similar role, ideally with a focus in education
- Have a strong professional network in the fundraising community
- Demonstrate a proven record of identifying, soliciting, closing and stewarding gifts
- Have a successful track record in managing a portfolio of major gift prospects and/or capital campaign prospects, gifts and pledges
- Possess highly developed interpersonal, communication and negotiation skills, with demonstrated ability to build rapport, interact effectively at all levels, and develop credible internal and external relationships and networks
- Be willing to be involved in all aspects of the School's program
- Demonstrate an understanding of, and a commitment to, following the School's child safety expectations, principles and policies
- Hold an Employee Working With Children Check
- Hold a current National Police Check (obtained within the last 6 months)

## Student Safety and Wellbeing

St Michael's Grammar School is committed to Student Safety and Wellbeing. As such, the successful applicant will be expected to satisfy child protection screening and adhere to the School's Student Safety and Wellbeing Policies and Code of Conduct. These documents may be downloaded from the School's website.

**APPLY NOW** to lead and grow St Michael's Grammar Schools' inspiring and innovative philanthropic program!

Gembridge is partnering with **St Michael's Grammar School**.

For a confidential discussion, please contact **Dawn Patrick** or **Michelle Varcoe** on **03 8375 9661** or [apply@gembridge.com.au](mailto:apply@gembridge.com.au)



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