

Bequests Manager

- **Lead our Bequests team enabling everyday Australians to leave a legacy and create meaningful change**
- **Join Australia's largest international NGO helping the world's most vulnerable people**

We are seeking an experienced fundraising professional to lead and manage our Bequests team.

At World vision Australia our supporters are at the centre of the work we do. We have a responsibility to enable Australians to support a cause they believe in, whether it's protecting a child in Sri Lanka from abuse or supporting sustainable farming in Zambia.

The Bequests team is focused on creating retention and growth within a portfolio of Bequests, through building engagement and talking to donors about WVA projects and the impact and use of donor funds. You will be responsible for achieving financial and non-financial targets by building a pipeline of bequest opportunities through growth and acquisition and through coaching and leading a team. The role is responsible for representing WVA and nurturing relationships and delivering a high level of relationship management.

Key responsibilities include:

- **Strategic Management:** to develop and executive a comprehensive, donor-centric marketing strategy for the Bequests program;
- **Relationship Management:** Serving as the primary point of contact for external and internal stakeholders regarding Gifts in Wills;
- **Management of the Bequests Portfolio;**
- **Endowment Fund Management: Overseeing the administration and investment of endowment funds;**
- **Team Leadership:** providing guidance and knowledge to a small, focused team with varying levels of knowledge and experience;
- **Support and Administration:** liaising with internal and external stakeholders on deceased support estates for fund realisation.

The ideal candidate is an experienced Fundraising Professional with proven experience within Bequests and Gifts in Wills.

- Experience working with high-net-worth individuals and liaising with senior management and decision makers
- Technical expertise and knowledge in dealing with probate processes for fund realisation
- Strong business skills and the ability to identify strategic and valuable opportunities for Bequestors and other supporters
- Previous experience in a leadership role

The selection process

We embrace diversity, employing people from a variety of cultural and religious backgrounds. We take our Safeguarding responsibilities seriously and we are committed to providing an environment that is safe for children. Our stringent recruitment procedures make sure the safest and most suitable people work with the children in our programs. All successful candidates will undergo all required pre-employment checks which is inclusive of a criminal record check. We provide our staff and volunteers with ongoing supervision, support, and training in their work with vulnerable children

and their families. World Vision Australia participates in the [Inter-Agency Scheme](#) for the Disclosure of Safeguarding-related Misconduct in Recruitment Process within the Humanitarian and Development Sector.

How to apply

Please submit your application here: [Details - Bequests Manager \(worldvision.com.au\)](#)

Who we are

World Vision is a Christian organisation that empowers everyday Australians to create meaningful change for children through relief, development and advocacy work.

We offer great benefits such as salary packaging, flexible working arrangements, free on-site parking and an onsite café for our employees.

For more information on World Vision and the work we do, please visit our website: <https://www.worldvision.com.au/about-us>