



## **Donor Relations Manager**

**Fixed Term full time position (12 month parental leave cover)**

**Cabrini Malvern & hybrid work from home**

- **Not for profit, values driven healthcare provider**
- **Specialist donor relations manager role focusing on mid-value donors**
- **Drive growth with mid-value supporters and donors**
- **Be part of a high performing team delivering significant growth**
- **Attractive remuneration and salary packaging up to \$15,900 tax free each year, plus meal & entertainment card**

### **How you will make an impact**

The work of the Cabrini Foundation ensures we can continue to provide a wide range of vital healthcare services as well as develop the next generation of healthcare professionals. We create ways for patients, their families and our community to connect and show gratitude, enabling Cabrini to continue providing exceptional care for patients now and in the future. Cabrini Foundation relies on donations, grants and bequest gifts to fund the latest medical equipment and technology, conduct innovative research and invest in large scale capital projects.

## **Donor Relations Manager**

**Fixed Term full time position**

The Donor Relations Manager plays a key role in engaging with mid-value donors to secure significant support for Cabrini Foundation.

Reporting to the Associate Director Philanthropy, the role is responsible for building and nurturing long term relationships with a portfolio of mid value individuals, structuring strategic, personalised and tailored supporter journeys to maximise their contributions.

Key responsibilities include:

- Manage a strong pipeline of mid-value supporters from identification and research, engagement, proposal development, solicitation and stewardship
- Collaborate with colleagues and internal stakeholders to create compelling propositions and impact reports to present to donors
- Develop and manage long term, relationships with a portfolio of existing and prospective supporters

### **About you**

Tertiary qualification in a relevant discipline such as marketing, communications, commerce or related field; and experience in philanthropy or fundraising, and/or demonstrable skills in sales management, business development or marketing.

You will have:

- Experience in fundraising or relevant field with a track record of donor relationship management and stewardship
- Demonstrated knowledge and understanding of strategies to move mid value supporters through donor pipeline
- Excellent communication and interpersonal skills, including maintaining personable yet professional relationships with internal and external stakeholders



- Demonstrated attention to detail and ability to identify and resolve complex problems in a timely manner
- Excellent organisational and time-management skills including the ability to trouble-shoot under pressure and meet tight deadlines
- Proven organisational and time management skills to meet deadlines and work autonomously
- Ability to carry out duties professionally with tact and diplomacy ensuring privacy and confidentiality requirements are maintained
- Commitment to actively participate as a member of the Foundation team and to work cooperatively to achieve results
- Proficient in Office 365 suite and quick to adapt to new software / databases.
- Experience in Raisers Edge database desirable

To view the position description click [here](#)

**Enquiries should be directed to:** Sally Cane, Associate Director Philanthropy – 0415 978 082

**Does this sound like your new role?** Bring your skills and enthusiasm to Cabrini and help optimise the patient experience and health outcomes for our community. You will have opportunities to learn new skills and give back to your community.

To apply to the role visit Cabrini's Careers page, or apply directly through the following link:

[https://cabrini.wd3.myworkdayjobs.com/Cabrini/job/Malvern/Donor-Relations-Manager\\_R004982-2](https://cabrini.wd3.myworkdayjobs.com/Cabrini/job/Malvern/Donor-Relations-Manager_R004982-2)