

PEOPLE AND CULTURE

Associate Director, Philanthropy

This is a full time position at an HEP 10, \$132,932 plus 17% superannuation, classification working 36.75 (1.0 FTE) hours per week over a fixed-term contract period of 3 years.

- Showcase your exceptional organisational and communication skills
- Work in a high performing and motivated team
- The position is located at our Footscray Park Campus.

About Us

At Victoria University (VU), our aim is to be a global leader in dual-sector learning and research by 2028. Join us on the journey and help us achieve our strategic drives embedded in our Strategic Plan 2022-2028: Start well, finish brilliantly.

VU has innovated a new pedagogic and curriculum approach: the VU Block Model. This, along with the VU First Year College, have been among the most significant learning and teaching developments in the Australian tertiary education sector over the past decade. VU TAFE is renowned for digital innovation in its delivery, evident through the Sunshine Skills Hub and is a highly valued industry collaborator.

Victoria University's philanthropy program is at an exciting juncture as it concurrently embarks on the development of a multi-year comprehensive philanthropy and fundraising strategy, while also implementing a campaign to raise funds for a new strategic initiative.

About the role

Victoria University is seeking a motivated and creative individual who will manage the identification, cultivation and stewardship of philanthropic trusts & foundations, as well as playing a critical role in the development and implementation of VU's multi-year philanthropy strategy.

Working closely with the Chief Advancement Officer and the Director of Advancement, the Associate Director will have expertise in best practice, donor-centric relationship fundraising. This role will provide you the opportunity to be a part of VU's bold plan to be a global leader in dual sector learning with a profound commitment to inclusivity and protecting country.

About the person

The successful applicant will:

- Have an equivalent combination of relevant experience and/or education, with 5+ years' experience in a senior fundraising or philanthropy role.
- Demonstrated experience in securing income from philanthropic trusts and foundations, including project/program co-design, grants application development, business planning and income forecasting.
- Demonstrated experience in developing external and internal relationships in purposeful, disciplined ways, to recognise opportunities and achieve mutually beneficial outcomes to drive philanthropic income.
- Demonstrated experience in the development of comprehensive philanthropy and fundraising strategy, including an understanding of the legal and policy frameworks for philanthropy and fundraising in higher education.
- Excellent high-level interpersonal skills.

Duties

An example of duties you may perform will include:

- Implements best practice relationship management strategies with trusts and foundations, with a focus on cultivation, solicitation and stewardship to increase engagement and giving
- Plans, develops, prepares and submits tailored and impactful proposals and applications to trusts and foundations that align with VU's priorities, working directly with academic staff and/or external suppliers as necessary
- Collaborates with the Research and Impact portfolios to implement continuous and streamlined approaches to grant applications and management across the University

Benefits

- Salary sacrifice options
- Professional development opportunities
- Flexible working arrangements available
- Paid study leave
- On-site gym and fitness centre and more!

How to apply

For a position description and to submit an application please visit our 'VU Careers' website: https://fa-ercy-saasfaprod1.fa.ocs.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_1

Applications must include:

Applications must be uploaded/submitted as a single document (no separate attachments) comprising:

- A cover letter,
- Your curriculum vitae/resume,
- Evidence of applicable qualifications, licences and registrations
- A document containing your responses to the Key Selection Criteria.

For further information relating to the position, please contact Yvette Petersen, Director Advancement by email at advancement@vu.edu.au

For further information relating to the position or recruitment process, please contact Maxim Zervos, Recruiter by email at Maxim.Zervos@vu.edu.au

Applications close at 11:59pm on the Monday 3rd June, 2024.

Our Commitment to Protecting Country:

Victoria University honours its deep diversity as a foundation for collaboration and social progress. We will demonstrate sensitivity in respecting First Nation perspectives. We will ensure that we respect our Indigenous voices and commit to sustainable Protecting Country. We will take leadership responsibility, in all that we do, to improve the health and wellbeing of our local and global communities, and the planet that we share. Victoria University is committed to inclusion and diversity, achieving gender equality in senior roles, and strongly encourages suitably qualified and experienced people to apply.