

# Fundraising and Communications Manager

- *Develop and implement fundraising and communications initiatives.*
- *Play a critical role in supporting survivors of abuse.*
- *Full-time or Part-time (0.8) & flexible work options.*
- *Melbourne based, Sydney and Brisbane considered.*

**knowmore**  
free legal help for survivors

Knowmore understands that people are their most valuable resource. The skills and dedication of their exceptional people are vital to how they support and deliver trauma informed and culturally safe services to survivors of child sexual abuse and the Stolen Generations.

Working as part of a multi-disciplinary team of lawyers, social workers, financial counsellors and Aboriginal and Torres Strait Islander Engagement Advisors, knowmore provide a wraparound service that begins at their Intake Team and continues as survivors tell their stories and step through the process of considering their options. knowmore also has a strong focus on law reform and advocacy, working to improve laws and systems to better support all survivors.

Reporting to the CEO, the **Fundraising and Communications Manager** will develop and implement fundraising initiatives to build a sustainable pipeline of revenue, playing a critical part in innovating new services and further enhancing knowmore's ability to provide support to survivors of abuse and their families. You will drive fundraising and philanthropic revenue through various programs, including Trusts & Foundations, Major Gifts and Mid-Level, Corporate Partners, Planned Giving/Bequests, Workplace Giving and Regular Giving Campaigns.

You will take the lead on external communications, including cases for support, case studies, newsletters, donor proposals, impact reports, digital channels and the knowmore website. With the support of one direct report, a Communications Coordinator, you will implement initiatives to build knowmore's public profile and demonstrate the kindness and care that knowmore's support offers to the community.

## About YOU

- Experience in leading and implementing fundraising and communications strategies, with proven success in generating and growing revenue through multi-channel fundraising initiatives.
- Strong commitment to improving the lives of survivors of child sexual abuse in institutional care, the Stolen Generation and Forgotten Australians, including an understanding of trauma informed work.
- Highly developed interpersonal skills, including a calm, people centric and ethical approach and the ability to liaise with a diverse range of people effectively and professionally.
- Strong written communication including demonstrated experience in developing and refining branding, messaging and narrative to ensure effective communications and advocacy work.
- Strong financial analysis and planning skills, including the ability to anticipate tasks, set priorities, meet deadlines and function smoothly under deadlines and shifting priorities.
- High level digital literacy skills including proficiency in the use of social media, communications software and databases to support fundraising.
- Qualifications in a relevant discipline such as communications, marketing, public relations, journalism or similar.

*Working at knowmore, you will have access to a range of benefits including an additional 0.5% superannuation on top of the guarantee rate, 17.5% leave loading on annual leave, generous salary packaging options, access to paid regular external supervision, core training to support trauma informed and culturally safe practice, generous leave provisions and flexible hybrid working conditions..*

*Committed to maintaining a culturally safe workplace and service, knowmore provides a work environment that involves reflective practice, is supportive and trauma informed, providing the best possible environment for this demanding work.*

**APPLY NOW** if you are a strategic, motivated and purpose driven Fundraising and Communications professional, wanting to reach new milestones of excellence through championing social justice, inclusion and compassion.

Gembridge is proud to partner with knowmore.

For a confidential discussion, please contact **Tessa O'Neill** or **Jenni D'Orival** on 03 8375 9661 or email [apply@gembridge.com.au](mailto:apply@gembridge.com.au)



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