

Philanthropy Manager

ABOUT US

Wesley Research Institute (WRI) are proud to be different. While we are Queensland's second oldest medical research Institute, we are deliberately small and move with agility and creativity, enabling us to conduct high-quality, ethical, and rigorous research without being restrained by unnecessary bureaucracy.

Through our world-class research programs and bespoke services, we pursue emerging opportunities and innovation in health and medical research. We have a diversified funding strategy to enable sustained research growth and stability, avoiding reliance on grant cycles, enabling our researchers to focus on what they do best: research.

It's an exciting time to join Wesley Research Institute; we're a newly formed Fundraising and Philanthropy team at the forefront of advancing healthcare research at WRI. With a brand refresh and new 3-year strategic plan we are preparing for exponential growth in philanthropic partnerships.

ABOUT THE ROLE

Philanthropic support is essential to advancing WRI's innovative research. We're expanding our focus from regular giving to building relationships with high-net-worth individuals and organisations to drive impactful philanthropy. Under our leadership of our new Head of Philanthropy, our new Fundraising and Philanthropy team will spearhead domestic and international fundraising initiatives.

As the Philanthropy Manager, you'll develop and implement major gift strategies, working closely with the Head of Philanthropy, including creating new relationships with trusts and foundations in Australia. You'll expand our donor base, increase fundraising revenue, and support the growth of our Gifts in Wills program, with plans for a dedicated role by 2025. Your role will involve researching and cultivating relationships and partnership opportunities with the high-net-worth community to ensure their ongoing support for WRI's mission to improve patient outcomes through cutting-edge research. This is a new role, so you'll have lots of opportunities to make this what you want. You'll have the freedom to try out new ideas and will be supported by a culture that encourages a 'try, test, learn' approach to our work.

Get ready to embark on a transformative journey with WRI as we expand our philanthropic footprint and groundbreaking research initiatives. Be part of a dynamic team committed to making a lasting impact on global health and well-being. Apply now!

Key responsibilities will include:

Strategy Development:

- Lead the creation and execution of comprehensive major gifts, corporate partnerships, and bequest strategies.
- Collaborate with the Head of Philanthropy to develop annual fundraising plans and set ambitious income targets.
- Develop and manage donor prospecting and stewardship program, overseeing all communications, events, tours, and meetings.
- Research philanthropic Trusts and Foundations with support from Head of Philanthropy, fundraising team and agencies.

Donor Cultivation:

- Identify, cultivate, and solicit major gift prospects, building long-term relationships with high-net-worth individuals and philanthropic organisations.
- Develop and manage a portfolio of major donors, ensuring regular and personalised engagement.

Trusts and Foundations:

- Identify and secure new relationships with trusts and foundations, while nurturing existing relationships to maximise support.
- Develop tailored proposals and presentations to engage trust and foundations in meaningful collaborations.

Bequest and Gifts in Wills Program:

- Assist with the implementation the bequest strategy, identifying and cultivating potential bequestors.
- With support from the Head of Philanthropy, manage relationships with bequestors, ensuring appropriate recognition and stewardship.

Supporter Engagement and Communications:

- Develop and implement communication strategies for major donors and philanthropic partners.
- Ensure timely and effective communication, including personalised thank you notes, impact reports, and updates.
- Work with the Fundraising Co-ordinator to create compelling cases for support, materials and digital content.

Events:

- Plan and execute high-level donor events, as required, ensuring exceptional experiences for attendees.
- Collaborate with the events team to ensure seamless integration of fundraising objectives.

Data Management and Reporting:

- Maintain accurate records of donor interactions and contributions in the CRM, supported by the CRM Specialist.
- Produce regular reports on progress and provide insights for continuous improvement.

SKILLS/EXPERIENCE

- Relevant educational background or equivalent professional experience.
- Demonstrated success in philanthropy, including achieving annual income targets and expertise in major gift fundraising or managing high net worth individuals.
- Extensive professional networks within industry, business, and the philanthropic community.
- Comprehensive knowledge of the philanthropic landscape in Australia, including current trends and awareness of legislative, legal, and ethical considerations in philanthropy.
- Exceptional relationship management skills evidenced by long-term donor engagements.
- Strong written and verbal communication abilities, including drafting compelling case for support and donor pitch documents.
- Advanced interpersonal skills with a proven ability to influence and collaborate across diverse cultural and organizational contexts.
- Proficiency in CRM systems and other relationship or sales management platforms such as Raiser's Edge.
- Track record of successful cold calling and engaging prospective donors.
- Familiarity with impact monitoring, evaluation, and learning frameworks specific to philanthropic endeavours.

BENEFITS

- Flexible work arrangements to support work-life balance
- Access to salary packaging, - up to \$15,900 per year tax free plus up to \$2,650 of your pre-tax income to pay for meals and entertainment
- A recognition and rewards platform, providing employee discounts at hundreds of retailers, including everyday expenses, holidays, health insurance, a wellbeing program, and employee assistance program
- Subsidised onsite parking

HOW TO APPLY

Submit your CV and cover letter addressing your experience against the above criteria to careers@wesleyresearch.org.au . Applications will close on **4 August 2024**. Interviews for suitable applicants may commence prior to the closing date.

For an informal discussion please reach out to:

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