



## **Manager Trusts and Foundations and Strategic Partnerships**

The Heart Research Institute (HRI) is an internationally recognised medical research institute delivering cutting-edge cardiovascular research from our state-of-the-art facilities in Newtown, Sydney and the Charles Perkins Centre (CPC) at The University of Sydney.

For over 30 years, HRI has been one of Australia's leading research organisations working to develop better diagnostics, treatments and cures for cardiovascular disease. Through our research, HRI has made significant findings that have changed the way we live with and treat cardiovascular disease.

Our vital work is funded through generous philanthropic giving. Growing and retaining a loyal and engaged base of philanthropic supporters is critically important to HRI's sustainability and ongoing development and success.

### **The Role:**

The Manager Trusts and Foundations and Strategic Partnerships will report to the Head of Strategic Philanthropy. The role is responsible for developing and managing strong and enduring relationships with stewards of trusts and foundations and a diverse range of strategically aligned corporate organisations.

You will develop long term and integrated relationships/partnerships, delivering a strong and sustainable flow of trusts and foundations and strategic partnership income. You will also develop deeply embedded relationships that build and enhance the brand profile of HRI.

This is a permanent role based in Newtown, with flexibility to work full time or a 4-day part time work week. We are a nimble, diverse and flexible team.

### **Specific Responsibilities include:**

- Manage the Trusts and Foundations and Strategic Partnerships revenue stream, working closely with the Head of Strategic Philanthropy, the Director Development Philanthropy and Communications, and with colleagues across the broader Development and Philanthropy team.
- Seek opportunities for Philanthropic grants by researching and identifying Trusts and Foundations prospects and build a pipeline of opportunities.
- Write inspiring and compelling cases for support and grant submissions in collaboration with research scientists, tailored to deliver on the trust and foundation grant criteria and specific goals and interests of diverse corporate organisations.
- Manage grant applications including reporting and acquittals.
- Identify and qualify prospects and plan, convert and manage relationships.
- Identify and secure sponsorship revenue to facilitate the delivery of strategic forums, seminars and events.
- Collaborate with the HRI Board and HRI Advisory Board to identify and engage significant prospects.
- Develop relevant pitch and marketing materials in collaboration with the Communications team.
- Develop strategies to build retail partnerships that deliver an ongoing revenue stream to HRI.
- Develop a workplace giving program that facilitates tax effective giving by employees across a diverse range of partner organisations.
- Develop both cash and in-kind partnerships that contribute to covering essential operating costs.

## To be successful in this role you will have/be:

- A minimum of 8-10 years in a similar role, ideally in medical research, health or higher education
- Experience in developing and implementing philanthropic strategies and campaigns.
- Experience writing Philanthropic grant applications.
- Demonstrated experience in B2B marketing and/or sales and strategy development, the ability to develop and implement innovative cases for support.
- Demonstrated experience in creating and delivering compelling pitch documentation and presentations.
- Strong commercial acumen with well connected and established relationships and a strong understanding of the corporate sector.
- Experience in cultivating, soliciting and stewarding significant gifts and achieving philanthropic revenue targets.
- Demonstrated ability in establishing and maintaining long term relationships with philanthropic supporters and prospects.
- Professional external facing skills. Well presented, articulate and credible in communicating. with strong influencing and negotiation skills.
- The ability to problem-solve and think differently.
- Highly motivated and organised, but also flexible and adaptable with an appetite for change, growth and continual learning
- Alignment with HRI values of Excellence, Curiosity, Teamwork, Transparency and Inclusivity.
- Tertiary qualifications in Commerce, Marketing, Strategy and Creative Innovation or Arts would be highly regarded.

Join The Heart Research Institute during a time of growth and innovation, as we transition the organisation to focus on strategic philanthropic giving. For further information on this position, please contact Katrina Dowling at [katrina.dowling@hri.org.au](mailto:katrina.dowling@hri.org.au) or on 02 82088900 for a confidential discussion.

To view the benefits of working at HRI, please view our Benefits page: <https://www.hri.org.au/join-us/benefits>

### How to Apply:

Please submit your application online and include the following documentation in your application:

- A cover letter addressed to Katrina Dowling, Director Development, Philanthropy and Communications.
- A detailed resume

### Eligibility:

To apply for this position you must have an appropriate Australian or New Zealand work visa.

**Closing date:** Friday 2nd August 2024

Please note: Due to the volume of applications expected, only short-listed candidates will be contacted.

*The Heart Research Institute supports Equal Employment Opportunity.*

*We value diversity and encourage applications from women, Aboriginal and Torres Strait Islanders, people with disability, LGBTQI individuals and applicants of diverse cultures and ages.*

*We are committed to the safety and wellbeing of our employees and affiliates, and our community. Whoever you are, you are welcome at HRI.*

*If you have a disability and need support to submit your application, please email [careers@hri.org.au](mailto:careers@hri.org.au)*