



## **Philanthropy Executive or Senior Philanthropy Executive**

- Apply your exceptional relationship building and major gift fundraising skills to contribute to protecting nature with Australia's national environment organisation
- Two permanent full-time positions available either located in Sydney (Gadigal Country) or Melbourne (Wurundjeri Country), working between the office and home.
- Join the Fundraising Team of the Year (FIA 2023 Award Winner – VIC)!

### **Who is the ACF?**

When it comes to our environment, the Australian Conservation Foundation has been leading the way in protecting our living world for almost 60 years.

We are the national environment organisation committed to caring for Australia's unique and beautiful wildlife and natural world. We're inclusive, non-partisan and funded by the Australian community.

Whether it's advocating for the Great Barrier Reef, koalas snoozing in big old trees or for strong climate action, our dedicated community of over 700,000 supporters are constantly working to create a world where forests, rivers, people, and wildlife thrive.

### **What's the gig?**

With the planet in a climate and extinction crisis, we have embarked on an ambitious campaign to double philanthropic revenue to ensure ACF can have maximum impact during this critical decade.

To deliver this bold goal, the Philanthropy Team has been tasked with a significant uplift in cultivating, soliciting and stewarding ACF's major donors and identifying new philanthropic partners.

ACF is recruiting for two positions, one Philanthropy Executive or Senior Philanthropy Executive in Melbourne (within our award-winning 60L Green Building in Carlton) and one Philanthropy Executive or Senior Philanthropy Executive in Sydney (within the Greenhouse Tech hub overlooking Circular Quay). Both positions offer the opportunity to work from the office and from home.

The successful candidates will identify and cultivate new major donors as well as steward and upgrade the current portfolio of 100-120 major donors. You'll build and nurture relationships with individuals, Private Ancillary Funds, aligned corporates, and trusts and foundations through face-to-face meetings and bespoke communications. The income you'll raise enables ACF to advocate for better climate action and nature protection policy from government and business.

### **About you!**

You're an engaging and inspiring major gifts fundraiser who is dedicated to making the world a better place, driven to succeed and able to think on your feet.

You have strong interpersonal skills and emotional intelligence and know what it takes to build trusting relationships and personally solicit and secure transformational and multi-year gifts.

You're self-motivated, goal-driven and demonstrate high levels of initiative, autonomy, and accountability. With a track record of success in similar roles, you understand that trust and integrity are paramount, along with ensuring all your interactions are professional and respectful.

Finally, you love nature and you're excited to bring your skills and experience to support the amazing work ACF is doing to protect and regenerate nature.

### **Why work for us?**

You'll do important work with one of Australia's most impactful organisations, and with our world-class organisational culture and great team, we guarantee you'll have fun along the way.

ACF is proud to offer our staff a supportive workplace with excellent conditions, including:

- Genuine flexibility in working hours and location – yes you can work regularly from home
- Four weeks of annual leave a year plus an additional paid time off over the Christmas / New Year period
- Thirty days of personal leave a year (pro-rata) available to use immediately upon commencement
- Superannuation contribution of 12%
- Access to Long Service Leave after five years of continuous service
- Generous sector leading paid parental leave provisions for parents (regardless of who is the birth parent) after 12 months of service
- Ongoing professional development opportunities tailored to your individual career goals
- Access to our Employee Assistance Program and wellbeing support
- Regular team retreats so we can plan, learn and grow together

People are at the heart of everything we do to protect our planet. To achieve the bold change we seek, we must represent the richness of diversity within our communities so that all of us who care about nature can step up and lead.

ACF is committed to providing an environment of mutual respect where equal employment opportunities are available to all applicants. We actively encourage [First Nations](#) people, people from [CALD](#) backgrounds, LGBTIQ+ people, people with disability and others who have diverse experiences of our world to apply for this opportunity.

### **Apply now!**

View the full position descriptions for each opportunity [on our website](#).

Applications are accepted [through our website](#) and should include a cover letter introducing yourself and a resume outlining your skills, experience, and suitability for the role, addressed to Christine Anderson, Director of Fundraising.

### **Applications close at 9am on Monday 5<sup>th</sup> August 2024**

Want to have a chat before you click send? You can contact Kaz Kershaw, People & Culture Specialist, on 0422 657 242 with any questions you might have about the role, ACF or the recruitment process and alternative ways to participate that meet your needs.

We can't wait to hear from you!

*Applicants must have the right to live and work in Australia to be considered for this job.*

*As part of ACF's recruitment process, a criminal background check will be conducted.*

*We request no agency contact please.*