



The Florey

Advancing Brain Research

About Us

The Florey Institute of Neuroscience and Mental Health is a medical research institute specialising in the brain and mind and is one of the world's top 10 brain research centres. We employ exceptionally talented people who work to solve the greatest brain and mind challenges of our era. Our staff and students are the bedrock of our research and success, and we strive for excellence by fostering partnerships and empowering people. At the Florey our mission-driven culture enables our people to collaborate, thrive, learn, make ground-breaking discoveries and advance humanity through brain and mind science.

About the role:

The Senior Philanthropy Manager supports the functions for donor-centric fundraising that will contribute to the increased impact of philanthropy for medical research. As such, the position is responsible for developing a philanthropy strategy aligned with The Future Florey (The Florey's overarching strategy), to cultivate, solicit, and steward major donors developing philanthropic relationships and income for The Florey.

The candidate will be responsible for:

- Developing a pipeline of prospects and donors to drive meaningful relationships and year on year philanthropic income for The Florey;
- The major gifts program, including donor acquisition, retention, upgrade and reactivation, to secure an ambitious gifts revenue through 'Moves management' cycle and campaigns;
- Strengthening relationships and trust with existing donors from the current database, and proactively communicate with them on their gifts at work and other causes that may be supported;
- Create narratives for The Florey's missions aimed at prospecting new opportunities and introductions of high-net worth individuals to the Florey;
- Secure philanthropic gifts through face-to-face donor contacts and written solicitations;
- Mentors, develops and coaches the Philanthropy team members to a professional standard at all times;
- Review fundraising procedures to ensure they are current with the industry best practice and create new policies as required;

- Collaborate with internal stakeholders to create professional and strategic solicitation proposals and cases for support, for philanthropic funding;
- Collaborate with internal stakeholders to develop and submit research updates and acquittal reports for funders.

Detailed information and key responsibilities are available from the [Position Description](#).

This position is a permanent, full-time time role. The role attracts an annual salary offer ranging from **Professional Staff Level 9 (PS 9-1) \$121,383** to **Professional Staff Level 9 (PS 9-3) \$126,283**, commensurate with experience.

Applicants who meet the criteria listed in the Position Description should submit their resume together with a cover letter no later than **14 August 2024** to HR@florey.edu.au.

About you:

The successful candidate will have:

- Exemplary stakeholder management, presentation and communication skills;
- A relevant tertiary or post-graduate qualification and a proven track record of at least 5 years of major gifts fundraising in the medical research or related sector;
- Relevant training/courses in philanthropy or fundraising best practice;
- Excellent interpersonal, negotiation, and objection handling skills;
- Strong time management and the ability to manage multiple deadlines proficiently;
- Good communicator - attentive to details (verbal and written) - with the ability to conduct professional conversations with confidence and integrity;
- Demonstrated relationship management experience with donors, high-net worth individuals, C-Suites, and successful experiences in 'asking' for gifts.

What we offer:

Working at the Florey offers you the chance to work with a dedicated group of researchers within a culture that focuses on equity, diversity and collaboration. Other benefits include:

- Generous salary packaging to maximise your benefits
- Up to 17% superannuation
- Wellbeing initiatives including flexible working opportunities and

If you're inspired to make a positive difference, apply now.

At the Florey our future focus starts with an unwavering commitment to diversity and inclusion and a desire to provide a place to tremendous opportunity to everyone. #LI-HYBRID

We seek and celebrate diversity and encourage applications from all backgrounds and cultures including Aboriginal and Torres Strait Islander people, LGTBQI+, veterans and people with disability.

If you are interested in this role, please send us your CV and cover letter to HR@florey.edu.au.

All final applicants for this position may be asked to consent to a criminal record check.