



Position Description: Philanthropy Manager (VIC)

IJM Australia

Who We Are

International Justice Mission (IJM) is the global leader in supporting governments to protect vulnerable people from violence. Our team of 1,200+ professionals are at work in 33 countries across Asia, Africa, Europe, Latin America and North America. Together with government, corporate, civil society, community and survivor leader partners, we are catalysing a global movement that will rescue millions, protect half a billion and make justice unstoppable.

International Justice Mission Australia, established in 2014, partners with IJM Global to deliver justice programs overseas and grow the movement of Australians seeking justice for the oppressed.

The Values

IJM is Christian, Professional and Bridge Building. Our Christian value manifests not only in our motivation but in our culture and work environment, including daily devotions, stillness and prayer.

The Job Position

IJM Australia is seeking an experienced Philanthropy or Major Gifts Relationship Manager (VIC) in the Melbourne area, VIC. IJM is in the exciting process of expanding our profile in Victoria where we can continue to empower, mobilise and activate partners to end modern slavery and violence against those who are poor.

In this position, the Philanthropy Manager (VIC) will be responsible to build momentum in Victoria by acquiring, building and maintaining relationships with philanthropic partners which include individuals, businesses and foundations. As a Philanthropy Manager you will also support and coordinate strategies and campaigns to help grow networks and partnerships across Victoria, manage and collaborate with others to achieve organisational KPI's and participate in facilitating gatherings to help educate Victorians about IJM's ongoing mission.

Benefits include:

- **Flexibility to work from home or potentially co-working space**
- **Strong start-up culture that offers career learning and development**
- **Potential opportunity to travel overseas**

Reporting to the Director of Philanthropy, the Philanthropy Manager (VIC) will:

- Lead our launch in Victoria with the support of the Director of Philanthropy and Executive Leadership Team.
- Qualify and engage new prospects and existing donors;
- Design and execute individualised plan for each qualified donor on your caseload.

- Work with Impact Team and Marketing Communications Team to secure appropriate project information, including budgets, create offers, proposals and asks that will be used with persons on the caseload.
- Create monthly reports as required by management that accurately reflect caseload activity and performance.
- With the support of the Director of Philanthropy - develop, research and evaluate strategies to significantly broaden and deepen the base of support from major donors in the region.
- Will perform other major donor activities as may be required.

Skills, Experience and Attributes

To be successful in this position you will have:

- 2-3 years in a NFP Relationship Manager role
- Proven ability to effectively develop, nurture and maintain individual relationships and the skill to lead those individuals to make joyful financial investments /gifts
- Ability to communicate and facilitate with influence and confidence
- Experience in growing partnerships and networks of supporters or organisations.
- Highly developed time management practices
- Ability to work both independently and as a team player
- Must exhibit a willingness to learn and absorb new information
- An understanding of the Philanthropic landscape in Victoria

You will also:

- An authentic and deep conviction for justice.
- Be self-motivated, driven and target-focused yet highly relational
- Experience using Salesforce or equivalent CRM experience.

What we offer:

- Your work makes a difference in the lives of the thousands of clients IJM is serving. You are part of a passionate global team of professionals - characterised by an atmosphere of personal involvement and determination to bring justice, transform communities and end slavery.
- Salary packaging
- Salary is determined by our remuneration policy and years of qualified experience.
- Opportunity to professionally develop your skills and attributes
- Opportunity for spiritual formation

Interested?

Please send a one-page cover letter outlining your suitability for the position including your demonstrated commitment to IJM Australia's values as detailed above, along with your current CV to recruitment@ijm.org.au.

IJM Australia is interviewing and recruiting for this position as applications are received, so we encourage you to apply as soon as possible.