



Carel du Toit Trust
Enabling children to hear and speak

VACANCY IN CAPE TOWN FOR A SENIOR FUNDRAISER

The Carel du Toit Centre in the Northern Suburbs of Cape Town has been teaching deaf children to listen and talk for more than fifty years. This dynamic organisation, consisting of educators, therapists and other professionals, is seeking a senior fundraiser to run our fundraising portfolio.

The purpose of this position is to contribute to the financial sustainability of the organisation by developing a fundraising strategy and actively contributing to the financial growth through meeting the annual income targets.

Responsibilities:

- Devise an overarching (corporates, trusts and foundations, as well as individuals) fundraising strategy to be approved by the Board;
- Agree a departmental budget and work to achieve/exceed the total fundraising annual target;
- Build relationships with current and potential funders, including key donors, charitable trusts, foundations and other institutional funders, as well as high profile and high net worth individuals;
- Research funding sources (both national and international), develop fundraising plans and write funding proposals to increase the funds of the organization;
- Write and submit funding applications, as well as progress reports to funders; ensuring that all are captured on the donor database;
- Attend networking events and meetings with potential donors;
- Arrange fundraising events/activities;
- Manage and motivate a team of volunteers who engage in fundraising activities;
- Prepare reports and give presentations on fundraising progress to the trustee board;
- Maintain and grow current individual donor database;
- Conceptualise and run individual giving programmes - monthly giving campaigns, debit orders, Casual Day, Mandela Day etc;
- Grow Partnerships with organisations and schools to increase individual giving footprint;
- Manage Bequest programme;
- Maintain and Grow In kind donations;
- BBBEE partnerships / sponsorships;
- Conceptualise and execute a Sport for a Cause campaign;
- Conceptualise and drive an Alumni giving programme;
- Grow giving from schools through civvies days, awareness drives etc.;
- Host and organise donor visits;
- Distribute Section 18a tax certificates to donors;

Job requirements:

- Bachelor's degree in Business/ Marketing or related field;

- More than ten years Fundraising experience in a Non-Profit environment, including grant writing and business development;
- Knowledge of the legal requirements of the Non Profit Act and current BBBEE Legislation as it relates to the learner sponsorship environment;
- Fluent in English and Afrikaans, and preferably additional South Africa languages;
- Must be able to work with a diverse group of people;
- Great interpersonal skills;
- Strong attention to detail and the ability to multi-task;
- Superior verbal and written communication skills, including the ability to present in front of groups;
- Computer literate and proficient in Microsoft Office, Zoom and MS Teams and experience using CRM tools;
- The fulltime office-based position is based in the Northern Suburbs. The incumbent must have a driver's license and be available to travel to work daily.

The cover letter should cover the following areas:

- Your proven fundraising track record;
- Your business development experience – especially as it relates to new fundraising and other income generating projects that you have implemented in the past;
- How your experience and skillset matches to the Carel du Toit environment (specifically refer to the disability sector where applicable);

Your CV should address:

- All work experiences to date with responsibilities (including reasons for leaving);
- All relevant qualifications and training;
- Other relevant skills.

Please include three contactable work-related referees.

Interested candidates must submit the above to MaraisButton & Associates

Email: annelie@maraisbutton.co.za

Contact will only be made with shortlisted candidates.

Closing date: 22 June