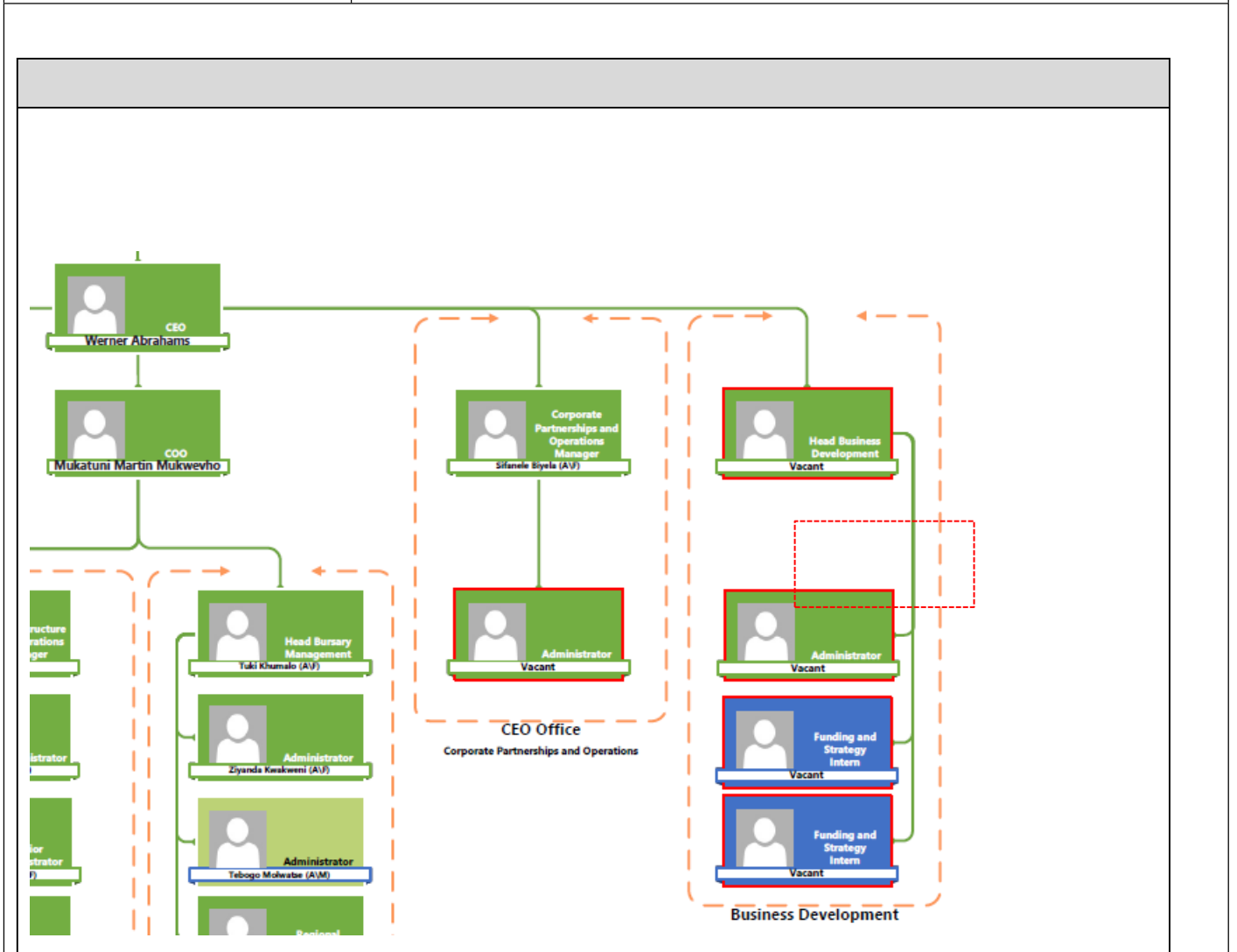


VACANCY IN JOHANNESBURG FOR A HEAD OF FUNDRAISING AND BUSINESS DEVELOPMENT


Division / Department	Business Development
Job Purpose	<p>The primary purpose of this role is to support the Chief Executive Officer in the execution of their duties. This will be achieved through a focus on the following key activities:</p> <ul style="list-style-type: none"> • Management and planning of the funding, donor management and fundraising functions. • Development, implementation and maintenance of the ISFAP business development and fundraising strategy and approach • Co-ordinate marketing communications to support fundraising • Research funding opportunities locally and internationally • Development of the ISFAP business development and fundraising strategy • Funding and other proposal development • Planning, monitoring and evaluation • Data analytics and Dashboard reporting • Development of research and thought leadership • Development of critical presentations and documents for executives
Formal Qualifications	<ul style="list-style-type: none"> • NQF Level 7 Relevant Degree Qualification • Postgraduate Qualification will be advantageous
Required Experience	<ul style="list-style-type: none"> • 5 years in a senior manager role for a medium to large sized firm • 7 years of fundraising, business to business proposals and report writing • 5 years' experience in business development and/or fundraising strategy development and implementation • 3 years of experience in international fundraising
Advantageous Experience	<ul style="list-style-type: none"> • Experience in stakeholder management (private sector and government), fundraising, access to funding and donor networks, networking with senior executives at large corporates and associations and institutions • Planning, monitoring, evaluation and reporting experience across various levels in the organisation • Experience managing large projects internally and externally with multiple stakeholders • Ability to communicate and work with people at the most senior and junior levels within an organisation • Ability to research and apply best practice to improve organisational performance and efficiencies in the

	<p>organisations</p> <ul style="list-style-type: none"> • Ability to manage innovation and develop thought leadership • Experience in managing a portfolio of diverse stakeholders to create a win-win outcome for all parties • Effective management of budgetary controls to ensure operational efficiency and successful delivery of key objectives • Collaboration with a team with multiple and diverse skill sets to deliver on ISFAP's objectives
<p>Knowledge</p>	<ul style="list-style-type: none"> • Knowledge of the donor, student funding, and bursary management landscape of SA • Knowledge of business donor and CSI focus areas • Knowledge of donor channels e.g. B-BBEE codes • Business Principles and Strategies • Macro and micro economics • Economic, political & social impacts of a developing economy • Stakeholder relationship and management

<p>ORGANISATION STRUCTURE INFORMATION (where the position fits into the structure)</p>	
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Objective 1	<p>Fundraising and Professional Development:</p> <ul style="list-style-type: none"> • Identification and segmentation of the potential donors and funders • Development of funding proposals • Provide support to the executive team in presenting to donors and funders • Develop the relationships with the various donors and funders • Presenting to associations and key donor opportunities • Management and follow up of donor opportunities • Co-ordinating and developing marketing communication content to support fund raising opportunities • Engage with professional bodies to facilitate and implement initiatives
Objective 2	<p>Planning, Monitoring Evaluation and Reporting:</p> <ul style="list-style-type: none"> • Monitoring and evaluation of departmental performance, fund raising initiatives • Ongoing monitoring and evaluation of the ISFAP internal and external environment (SWOT, PESTEL, competitor analysis) • Identification of areas for improvement within and across the organisation • Presentation of the M&E quarterly reports • Ongoing engagement with internal stakeholders to maintain a performance excellence • Report on key achievements on ISFAP business development and fundraising performance and organisational maturity
Objective 3	<p>Business Development and Fundraising Strategy development and Execution:</p> <ul style="list-style-type: none"> • Overall facilitation of the ISFAP business development and fundraising strategy and balanced scorecards • Facilitation of the annual action plans development process for the business development and fundraising area • Ongoing review of the ISFAP business development and fundraising strategy
Objective 4	<p>Self and Department Development:</p> <ul style="list-style-type: none"> • Deliver to a fundraising target • Open up new donor opportunities • Ensure that the correct resources are employed to achieve the objectives of the department • Departmental reporting • Correspondence with key stakeholders • Maintain a strict departmental budget • Manage the department's performance • Manage own professional development • Maintain a professional development plan • Mentor junior departmental members and teams • Read relevant articles to advance knowledge

<p>Skills and Attributes</p>	<p>Skills</p> <ul style="list-style-type: none"> • Broad and holistic thinking • Business acumen • Strategic planning • Research • Report writing, analysis & interpretation • Interpersonal communication • Lateral thinking & innovation ability • Problem solving, analysis & decision making • Tenacity • Empathy and emotional awareness • Ability to adjust on the fly to develop an opportunity • People orientated & focus • Decisiveness • Emotional intelligence • Open to feedback and criticism • Accepts responsibility & accountability for actions and decisions. • Integrity • Exceptional work ethic • Independent worker & thinker • Creative & flexible thinker • Service orientated • Team player • Highly results orientated • Personally delivers targets on time
	<p>Suitably interested candidates must send a motivation letter highlighting your fundraising successes and achievement and an updated CV with contact details of three work-related referees to MaraisButton & Associates.</p> <p>Email: annelie@maraisbutton.co.za</p> <p>Closing date: 31 January</p> <p>Contact will only be made with shortlisted candidates.</p> <p>If you previously applied to ISFAP for this role and did not receive correspondence from them, then please do not re-apply.</p> <p> SAICA DIFFERENCE MAKERS™</p>

