

REGULAR GIVING MANAGER

Oaktree's Community Engagement team is responsible for leading our work that engages with communities across Australia.

The Regular Giving Manager is a vital part in the Fundraising and Community Engagement team. You will be responsible for managing Oaktree's Regular Giving program, one of our most important fundraising initiatives. You will be working closely with the Director of Fundraising and to design and oversee the supporter journey of our Regular Donors, design strategic communications and calls to action for our supporters, and think of new and creative ways to grow the Regular Giving program.

As the Regular Giving Manager, a typical day might look like:

- Planning strategic communications for our Regular Givers, ensuring they are updated on our impact and continuing to support the amazing work that we do.
- Critically evaluating the supporter journey of our Regular Givers and looking into opportunities to improve and grow the Regular Giving Program.
- Crunching the numbers to analyse the success of various initiatives, and create solutions when areas are underperforming.
- Having Regular Meetings with the Fundraising team and Community Engagement team to discuss new opportunities, challenges and wins.
- Checking-in with the Director of Fundraising to receive 1:1 training, professional development and support.

Who we are looking for:

- You love communications! You have an interest in strategic communications, and can write a killer email.
- You're a problem solver. You see challenges as opportunities and love thinking creatively about innovative solutions.

- You have excellent written and verbal communication skills. You can talk-the-talk and walk-the-walk.
- You are a do-er and when push comes to shove, you get things done. You knuckle down and are not afraid of hard work.
- You're a logical thinker - you can read a high-level strategy and boil it down to the actions that need to be taken to see it come alive.
- You're all about targets and goals - you aren't afraid to go above and beyond to see them reached.
- You're all about having fun and helping to build a strong community.

We value will over skill, determination over degrees, and passion over years of experience. So go for it. Put your name forward

What you will get out of it:

- An incredible boost for your professional development, learning how to utilise your skills to solve real problems for an amazing organisation.
- The opportunity to work alongside and learn from some of the best young leaders in this country.
- Be part of an incredible community of passionate, supportive and capable people.
- Make a massive contribution in creating a more just world.
- Become a mastermind of volunteer management, fundraising, not-for-profit organisations and grassroots campaigning.

TIME COMMITMENT: 2 days a week | This role is voluntary

REPORTS TO: Belinda Thompson | Director of Fundraising

FOR QUESTIONS: b.thompson@theoaktree.org

APPLICATIONS CLOSE: Monday, July 5th, 2021 - Midnight

Apply at: <https://form.typeform.com/to/hzttyHt5>