



**Brighter  
Communities**

Worldwide

CREATING BETTER FUTURES

**Address** No 4 The Crescent, Mill Road,  
Midleton, Co. Cork, P25 H302, Ireland  
**Email** [info@brightercommunities.org](mailto:info@brightercommunities.org)  
**Tel** +353 21 4621748  
**[brightercommunities.org](http://brightercommunities.org)**

## Fundraiser Role and Responsibilities

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### Introduction

Brighter Communities Worldwide is an Irish registered charity (CHY16505; CRA 20059583) working with communities throughout Kenya. The mission of Brighter Communities Worldwide is to work in partnership with communities, to deliver programmes that enrich their lives and help create better futures for them and their families. These programmes are based on the needs of the people and focus on health, education and economic empowerment.

Brighter Communities Worldwide was founded as Friends of Londiani in 2002, and since then has helped bring change to the lives of over 330,000 people across Kenya. Brighter Communities Worldwide is growing and achieving greater impact, reaching more people in more communities across Kenya and more recently in Uganda. As a result of this growth, and to ensure the sustainability of the organisation Brighter Communities Worldwide aims to increase its fundraising income over the next 3 years.

We are looking for an experienced, passionate individual to join our staff team and lead our fundraising strategy to raise vital funds for our work. This is a demanding and varied role requiring energy, strong interpersonal skills, diplomacy and the ability to work on multiple projects at once. This role will be based in Brighter Communities Worldwide office in Midleton, Co Cork.

Our employees work hard every day to make a true difference in people's lives. We are proud to support them with a range of benefits, recognition and many options contributing to a strong work life balance. We also offer various learning opportunities to support the development of staff and help you grow to realise your own potential.

### Skills & Experience Needed

- Preferably third level qualification and or relevant experience
- An in depth knowledge and understanding of the Global Goals, international development and fundraising for an organisation working overseas (minimum 2 years experience).
- An understanding of the principles of relationship fundraising and supporter care.
- Experience in development and implementation of fundraising strategies.
- Experience of fundraising databases developing and implementing efficient reporting systems.
- Excellent organizational, administrative and communication skills.
- A broad knowledge and understanding of the principles and methods of other fundraising activities such as corporate, trust, legacy and individual fundraising.

- Knowledge of current industry-wide good practice in fundraising and a broad awareness of market trends, in particular with relation to volunteer led fundraising.
- A good understanding of the business and social networks in Cork and Ireland.
- Ability to work on multiple projects at once.
- Enthusiastic and able to plan, prioritise and deliver to tight timescales.

#### **Responsibilities include:**

- Review the strategic direction, planning and day-to-day management of fundraising in Brighter Communities Worldwide.
- Develop and implement a Fundraising Strategy (with new revenue streams) for Brighter Communities Worldwide based on the existing outline fundraising strategy.
- Organise fundraising projects from conception through to delivery.
- Deliver on agreed fundraising targets through effective management, support and cultivation of both volunteers and staff, individual supporters and the portfolio of new and existing events.
- Research, identify and develop new fundraising opportunities and areas of potential support, including potential high net worth supporters and corporate contacts.

#### **Specific Tasks**

- Review the existing Fundraising Strategy with the Office Manager and the CEO. Discuss current challenges and difficulties with existing strategy.
- Working within the framework of the existing Fundraising Strategy maximise 2018 fundraising totals.
- Develop, implement and monitor a 2019-2021 fundraising strategy, plan and budget based on the outline fundraising strategy.
- Regularly review outcomes and performance against plans and make appropriate strategic recommendations to take remedial action where necessary.
- Take a broad view of all fundraising activities and ensure that opportunities are optimised for Brighter Communities Worldwide as a whole through forging close working relationships with the staff and board teams.
- Research and identify opportunities for working with local companies.
- Monitor and analyse the fundraising performance and produce monthly reports showing performance against objectives for all fundraising activities.
- Ensure all activities comply with the standards outlined in the Statement of Guiding Principles for Fundraising supplied by Charities Institute Ireland
- Keep the CEO/Office Manager fully briefed on all activities being under taken.

#### **Expected Salary:**

- Negotiable

Please send a Curriculum Vitae and Cover letter to [martin@brightercommunities.org](mailto:martin@brightercommunities.org)

Closing date is 5pm **21st September, 2018**