

Mito Foundation Employment Opportunity Fundraising Relationships Manager

Applications open until Monday 18 July 2022

Are you looking for an opportunity to strengthen the impact of a growing charity through philanthropy to make a real difference to children and adults with a devastating disease?

Mito Foundation supports individuals impacted by mitochondrial disease (mito) and their families via:

- Improving the experience for mito patients and families by offering a range of Mito Foundation and community generated activities that result in the mito community feeling cared for, heard, supported and empowered
- Research into mito by identifying and funding strategic research initiatives that improve diagnosis and treatment and translate into preventions, treatments and cures
- Transforming outcomes for mito patients and families by advocating and educating appropriate stakeholders to achieve equitable access to high quality diagnosis, treatment and support
- Strengthening our organisation through excellent governance, financial security, capacity and capability

About Mitochondrial Disease

Mito is a potentially fatal genetic disorder that robs the body's cells of the energy they need to thrive. Only recently identified and originally thought to be a rare disorder (affecting one in 20,000 people), it is now known that one in 5,000 live births will result in a life-threatening form of mito. Furthermore, one in 200 people carry genetic mutations that put them at risk of developing milder forms of the disease or unknowingly passing it on to their children.

About The Role

Mito Foundation is seeking a confident relationships fundraiser to drive the major gift strategy and increase sustainable revenue. Reporting to the Development Manager, this role will lead the charge for major donors and building strong partnerships with donors in support of our cause.

Responsibilities include

Major Donor Management

- Manage and grow a portfolio of major donors using best practice moves management
- Develop tailored proposals and donor strategies to increase giving from current and new donors
- Proactively undertake research to identify then cultivate potential high net worth supporters
- Grow and develop long term and long-lasting relationships with donors, increasing their level of giving
- Manage gift solicitation conversations and meetings with major donors both one on one and alongside management or board members
- Coordinate in person events and tours as and when required
- Develop and sustain a strong knowledge of Mito Foundation's work across all areas to connect donors with areas that are meaningful to them

Other Fundraising

- Collaborate with the Development Manager to identify new bequest leads while cultivating current bequest prospects
- Collaborate with grant writing colleague to potential PAF or corporate funding opportunities

A successful candidate must have:

- A background in major gifts fundraising or commercial sales/relationship management focused roles
- Strong moves management, CRM data management and record keeping
- Excellent interpersonal skills including the ability to build and cultivate relationships over time
- Confidence and desire to engage with supporters both on the phone and in person
- Ability to network and identify potential new supporters
- Ability to work with a range of key organisations stakeholders including board members, researchers and mito community members
- Excellent, persuasive written and verbal communication skills
- Pro-active and highly motivated work ethic, able to work autonomously and as part of a team

The following would be advantageous:

- Experience with Salesforce
- Passion, interest, and enthusiasm to work in the health or rare disease space

About Mito Foundation

Based in our head office in Surry Hills in Sydney, the Mito Foundation offers flexible and family-friendly working arrangements with attractive salary packing options leveraging the Foundation's FBT exemption status to maximise your take home pay.

The Mito Foundation's purpose is to end the suffering from mitochondrial disease and our vision is to be the catalyst for energy, hope and cures for every Australian impacted by mitochondrial disease.

How to apply

Please apply via [Ethical Jobs](#) providing a cover letter addressing the above criteria and a copy of your resume. Please call Penelope Frew, Development Manager on (02) 8033 4113 with any questions before applying.