

Position Description

Position Details

Position Title: **Major Gifts Officer - Capacity Campaign**
Reports to: Fundraising and Philanthropy Manager
Commencement Date: ASAP

Why work for the NORTH Foundation?

Working for the NORTH Foundation offers a unique and rewarding opportunity to make a meaningful difference in healthcare, research, and community well-being.

Purpose-Driven Work

- **Transform Lives:** The NORTH Foundation directly supports healthcare and medical research across the Northern Sydney Local Health District (NSLHD). Your work contributes to improving patient outcomes, advancing medical innovation, and enhancing community health.
- **Tangible Impact:** Every project and campaign creates measurable benefits for individuals, families, and the broader community.

Support a World-Class Health Network

- **Healthcare Excellence:** The NORTH Foundation is aligned with leading hospitals and institutions, including Royal North Shore and Hornsby Ku-ring-gai Hospitals, which are known for their state-of-the-art care and groundbreaking research.
- **Innovative Research:** By supporting cutting-edge clinical trials and medical research, you're at the forefront of driving health advancements.

Be Part of Transformative Change

- Contribute to a high-impact capacity campaign designed to drive innovation and excellence across the NSLHD.
- Help secure transformational gifts that enable cutting-edge clinical research, advanced medical technologies, and life-changing patient care initiatives.

Opportunity for Growth

- **Professional Development:** The NORTH Foundation invests in its people, offering access to training, education, and career development opportunities.
- **Leadership Exposure:** You'll collaborate with healthcare leaders, researchers, and community stakeholders, expanding your professional network and influence.

Working at the NORTH Foundation is not just a job - it's a chance to be part of something bigger. Whether you're passionate about philanthropy, healthcare, or creating lasting social impact, the NORTH Foundation provides an inspiring platform to contribute to meaningful change. Join us and help make a difference!

For more information, please visit www.northfoundation.org.au

Main Purpose

The Major Gifts Officer - Capacity Campaign will play a critical role in the NORTH Foundation's Clinical Trials Campaign. Its primary focus is to support and grow the capacity for impactful clinical trials across NSLHD. The campaign seeks to enhance opportunities for innovation in healthcare by enabling research that improves patient outcomes and contributes to medical advancements. This position is responsible for cultivating, soliciting, and stewarding major donors to secure transformative gifts that will enable the expansion of clinical trials across the NSLHD. The role focuses on building meaningful relationships with high-net-worth individuals (HNWIs), corporates, and philanthropic institutions to drive the success of the capacity campaign.

Key Responsibilities

Donor Engagement & Solicitation

- Develop and execute tailored strategies to identify, cultivate, solicit, and steward major gift prospects for the Clinical Trials Campaign.
- Personally manage a portfolio of major gift prospects and donors, ensuring timely and effective engagement, including face-to-face meetings, events, and communications.
- Prepare compelling proposals, presentations, and gift agreements aligned with the campaign's vision and objectives.
- Collaborate with the Fundraising and Philanthropy Manager to develop customised donor journeys that inspire transformational giving.

Campaign Development & Execution

- Work closely with the campaign leadership team to establish annual fundraising targets and strategies for the Clinical Trials Campaign.
- Coordinate donor engagement activities, including campaign briefings, events, and site visits to highlight the impact of clinical trials in the NSLHD.
- Monitor and report on campaign progress, including donor pipeline management and revenue tracking.

Collaboration & Partnership Building

- Engage with clinical leaders, researchers, and stakeholders to identify compelling funding opportunities that align with donor interests.
- Collaborate with the marketing and communications team to develop campaign materials that effectively communicate the campaign's mission and impact.
- Leverage partnerships with the NSLHD and other stakeholders to strengthen the NORTH Foundation's case for support.

Stewardship & Recognition

- Develop and implement stewardship plans to ensure long-term relationships with donors and campaign supporters.
- Work with the NORTH Foundation team to provide meaningful recognition for major donors, including tailored impact reports, naming opportunities, and special events.

Administration & Reporting

- Maintain accurate donor records in the CRM system, tracking donor interactions, gifts, and campaign progress.
- Prepare regular reports on major gifts activity and campaign performance for internal stakeholders and the NORTH Foundation Board.

Other duties as assigned by the Fundraising and Philanthropy Manager in line with the strategic vision of the Clinical Trials Campaign.

Selection Criteria

Essential

- Proven experience in major gifts fundraising, with a track record of securing 5-figure and 6-figure gifts.
- Strong interpersonal and relationship-building skills with HNWI, corporates, and philanthropic organisations.
- Exceptional written and verbal communication skills, including the ability to prepare compelling proposals and presentations.
- Strategic thinking and problem-solving skills, with the ability to prioritize tasks and manage competing deadlines.
- Familiarity with donor databases (e.g., Salesforce, Raiser's Edge) and CRM systems.
- A passion for health, clinical research, clinical trials, and the vision of the NORTH Foundation.

Desirable

- Experience in capacity or capital campaigns.
- Knowledge of the health and medical research sector in Australia.
- A degree in philanthropy, communications, marketing, or a related field.
- Certified Fundraising Executive Accreditation (CFRE).

Special Attributes

- Self-motivated, results-driven, and goal-oriented.
- High emotional intelligence and the ability to navigate complex stakeholder relationships.
- Strong commitment to ethical fundraising practices.
- Collaborative and adaptable team player.
- Self-confidence, enthusiasm and a "can do" attitude.
- Understand and promote NORTH Foundation Values –

INTEGRITY | COMPASSION | INNOVATION | COLLABORATION | IMPACT

Key Performance Indicators (KPIs)

- Achievement of major gift revenue targets for the Clinical Trials Campaign.
- Growth in the pipeline of major gift prospects and donors.
- Quality and timeliness of donor stewardship activities.
- Development and delivery of campaign-related proposals and presentations.

Remuneration & Benefits

- Competitive salary package.
- Flexible working arrangements.
- Opportunities for professional development and career growth within a dynamic organisation.

Join us in making a transformative impact on health and clinical research across the Northern Sydney Local Health District.

To apply, please submit your CV and a cover letter outlining your suitability for the position to hr@northfoundation.org.au.