



## **Funding Development Manager [half-time]**

Applications are invited for the post of Funding Development Manager with the Irish Penal Reform Trust (IPRT) to lead our income generation and sustainability work. The Funding Development Manager will work closely with the Executive Director to devise and deliver a multi-tiered business development strategy for the organisation and will lead on the generation and diversification of income streams.

### **About the IPRT**

The Irish Penal Reform Trust Ltd (IPRT) is Ireland's leading non-governmental organisation campaigning for respect for rights in the penal system with prison as a last resort. IPRT is committed to progressive reform of the penal system based on evidence-led policies.

IPRT is a small and vibrant organisation and this role will be one of six posts: an Executive Director who reports to a voluntary Board of Directors; a Deputy Director; Senior Research Manager; Membership and Administration Officer and Campaigns Officer. We are supported in our work through our structured internship programme. We believe that the funding development function should be embedded within the culture and operations of the organisation as a whole.

### **About the Role**

Having secured our current position, we wish to now invest in developing IPRT's sustainability as an organisation into the future. The Funding Development Manager will lead the income generation and sustainability efforts of the organisation, working closely with the Executive Director to deliver on our key goals to:

- Ensure IPRT's sustainability in the long-term, exploring all business development and income generation opportunities;
- Future-proof IPRT by embedding revenue generation and sustainability into the organisation;
- Establish IPRT as innovative and efficient in our fundraising efforts and activities.

The successful candidate may come from a business development or fundraising background, or from a different area with relevant transferable skills. They will be an innovative professional with exceptional networking and relationship management skills, will be comfortable identifying and pitching to potential donors and supporters. The successful candidate will work closely with our highly effective team to build on the work already done by IPRT and bring us closer to long-term sustainability.

### Essential criteria

1. At least three years' experience in a strategic business development or fundraising role, working with senior staff or at board level in an organisation.
2. Demonstrable and significant track record of achievement in terms of setting and meeting income generation targets and managing projects.
3. Proven ability to build, manage, develop and maintain key stakeholder, client or donor relationships.
4. Exceptionally convincing and persuasive written and oral skills, with the ability to present and convey complex ideas and issues clearly and coherently to internal and external audiences.
5. A strong understanding of budgets or fundraising-related finances, including experience of implementing strategic and business plans.
6. Previous experience in representing an organisation to create and maintain strong external relationships.
7. Highly self-motivated, innovative and able to work autonomously.
8. Commitment to IPRT's core values and strategic direction.

### Desirable criteria

1. The ability to bring innovative creative thinking and fresh ideas to an organisation
2. Experience in using Salesforce CRM.
3. Understanding of the nuances of fundraising related finances.
4. The ability to effectively measure the impact of these activities and to report on it.
5. Strong understanding of the work of IPRT and the context within which we work to achieve our goals.

### Terms of Employment

Salary:	€50-60k pro rata
Hours of employment:	Half-time fixed term contract of 12 months, with the possibility of extension thereafter subject to available funding. Flexible working is possible and subject to negotiation.
Annual leave entitlement:	25 days per annum pro rata
Post holder responsible to:	Executive Director

**To apply for this position please send a CV and a supporting statement addressing the essential criteria detailed above to [director@iprt.ie](mailto:director@iprt.ie)**

**The closing date for receipt of applications is 6 April 2018.**

**Applications will be shortlisted and candidates called for interview in Dublin soon after.**