



HEAD: INTERNATIONAL FUNDRAISING

(Payclass 12; Contract – 24 Months)

Development & Alumni Department

UCT's Development and Alumni Department (DAD) is seeking to appoint a Head of International Fundraising whose role will be to lead a team of international fundraisers to secure philanthropic support from individuals, trusts, foundations and corporations in support of institutional strategic priorities. As a member of the DAD Senior team, the incumbent will contribute to the enhancement and implementation of a Development Strategy for the University and will coordinate, plan and implement strategies for fundraising in international markets for institutional priorities, building and leveraging off volunteer leadership, and providing leadership and support to the direct line reports and the relevant University leadership.

This is a senior role that considers current context, best practices and understand university goals and objectives. The role requires the ability to build and sustain strong interpersonal relationships and partnerships, to communicate in an effective and compelling manner, to support senior leaders including the Vice-Chancellor and Executive Director DAD in major fundraising opportunities, to build a strong portfolio and prospects and to leverage the involvement of volunteer leaders top open fundraising networks and opportunities. The incumbent will contribute meaningfully to the overall fundraising strategy as well as to the broader Development and Alumni departmental strategy.

For this post, we seek a highly competent and experienced person to join a dynamic team of fundraising and development professionals to identify, build and nurture relationships with prospective and current donors, volunteer leaders, and the alumni and supporter community. The successful candidate needs to be a skilled communicator, team focussed and collaborative, and able to work independently to identify and leverage partnership and fundraising opportunities.

Requirements:

- A Masters degree (NQF 8) with at least 8 years of experience in the international fundraising market, or Honours degree (NQF 7) with at least 10 years of experience in the international fundraising market
- Significant major and principal gifts fundraising experience, including proven success in personally securing major gifts in at least one of the key global markets covered (UK, North America, Australia)
- Experience of fundraising in international corporate environments will be advantageous
- Experience in successful and substantial fundraising campaigns
- Evidence of being able to lead and motivate others involved in fundraising
- Experience in higher education fundraising
- Excellent literary and communication skills, both oral and written
- Proven ability to develop good working relationships with all constituencies and stakeholders
- A proven ability to work well under pressure in a complex and demanding environment
- Capacity to apply innovative and practical problem-solving skills to the challenges at hand
- The ability to represent the University of Cape Town with a range of external constituencies
- The ability to think strategically
- The ability to be highly opportunistic and take initiative when the situation demands it
- The ability to develop, apply and manage performance linked metrics and targets

Advantageous:

- Good knowledge of the Higher Education environment – locally and abroad

Responsibilities:

- Coordinate, plan and implement strategies for fundraising in international markets for institutional priorities, building and leveraging off volunteer leadership, and providing leadership and support to the direct line reports and the relevant University leadership
- Line manage the Regional Directors and international fundraising staff members based in Cape Town, including setting of goals and objectives and assessing performance in accordance with University policy in consultation with the Executive Director DAD
- Ensure that the Vice-Chancellor has strong support for major gift activity – working with the Executive Director DAD to share responsibility for staffing donor meetings and travelling with them internationally if required and maintain mutually beneficial relationships with Alumni and other key stakeholders

- Work with the DAD Senior Team to ensure fundraisers have all the relevant information and resources they require for successful relationship building and maximise training and development opportunities as appropriate
- Manage an annual budget
- Work with the Executive Director DAD, DAD Senior Team, and direct line reports to develop and implement:
 - a pipeline of international donors encompassing all levels of giving, from annual fund to major gift (including legacies)
 - strategies and fundraising plans for major prospects, including prospect allocation and coordination
 - prospect lists and gift tables for current fundraising priorities and for the planned new campaign
- Develop and actively manage their own portfolio of global major gifts donors and prospects, working closely with the Executive Director DAD, and fundraising team
- Develop and maintain excellent collaborative relationships with the UCT Executive Team, Deans and Executive Directors and academic fundraisers and liaise with them to ensure that any contact with prospective donors is well co-ordinated and followed through in an efficient and consistent manner
- Build and increase the base, involvement and impact of global volunteer leadership
- Identify and recruit highly motivated and effective advocates, ambassadors, supporters and fundraisers to serve as campaign leaders, advisory board members and who will open networks for potential fundraising and host various fundraising and engagement events
- Ensure that all international boards are effective and include diverse membership that includes alumni, current, previous and retires staff members, influential individuals, and fundraising professionals
- Develop metrics and performance strategies to assess, monitor and manage fundraising performance

The annual cost of employment for this position, commensurate with qualifications and experience will be between R961 360 to R1 131 011. This is negotiable.

To apply, please e-mail the below documents in a **single pdf file** to Marion Harris at m.harris@uct.ac.za

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Cover letter, and
- Curriculum Vitae (CV)

Note: An application which does not comply with the above requirements will be regarded as incomplete.

Only shortlisted candidates will be contacted and may be required to undergo a competency test.

Telephone: 021 650 2163

Website: www.uct.ac.za

Reference number: E231007

Closing date: 23 October 2023

"UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups. Our Employment Equity Policy is available at www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf."

UCT reserves the right not to appoint.