

Fundraising and Development Manager

Applicant Info Pack

Tantrum Youth Arts

Make Noise. Make Connections. Make Change.

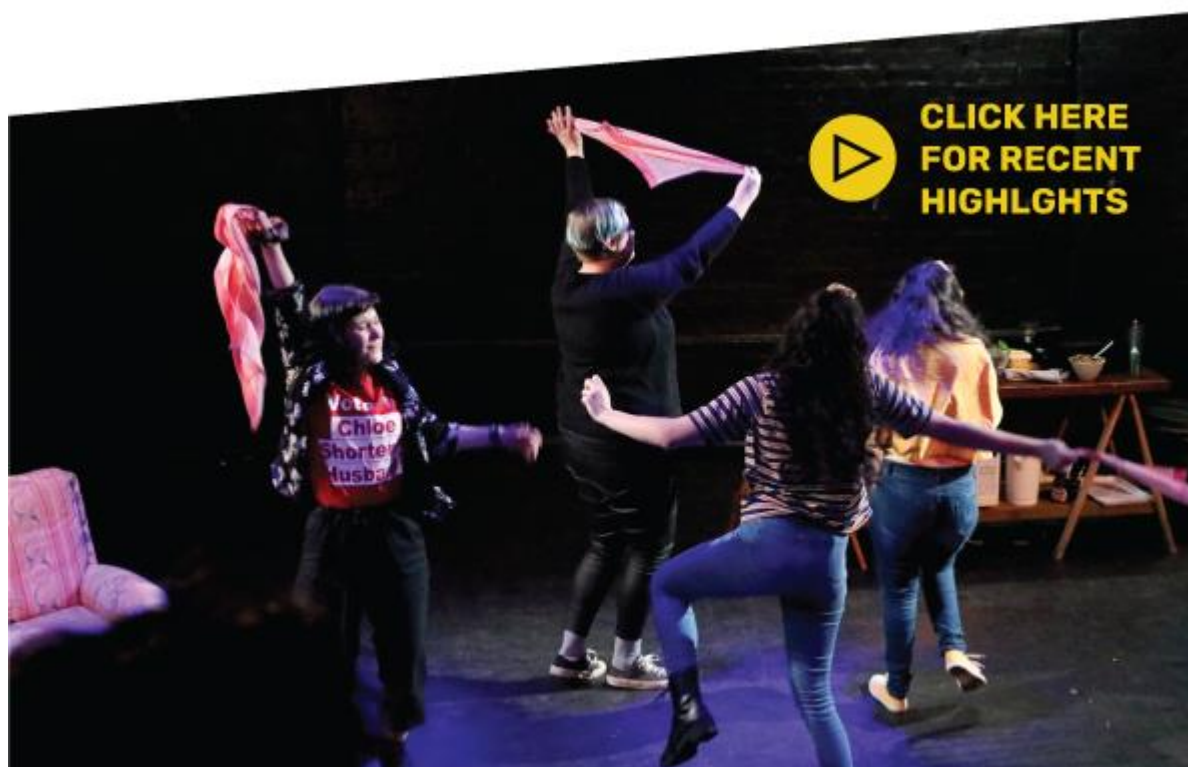
Tantrum Youth Arts is seeking an eager and experienced development professional to join our team.

We are a small but noisy team of change-makers and artists. We exist to amplify the creative voices of young people, emerging artists and community members in the Hunter region through our distinctive creative programs. At an exciting stage in our organisation's journey, we are thrilled to invite a new Fundraising and Development Manager aboard to help drive growth in our organisation and create a vibrant and sustainable future for Tantrum.

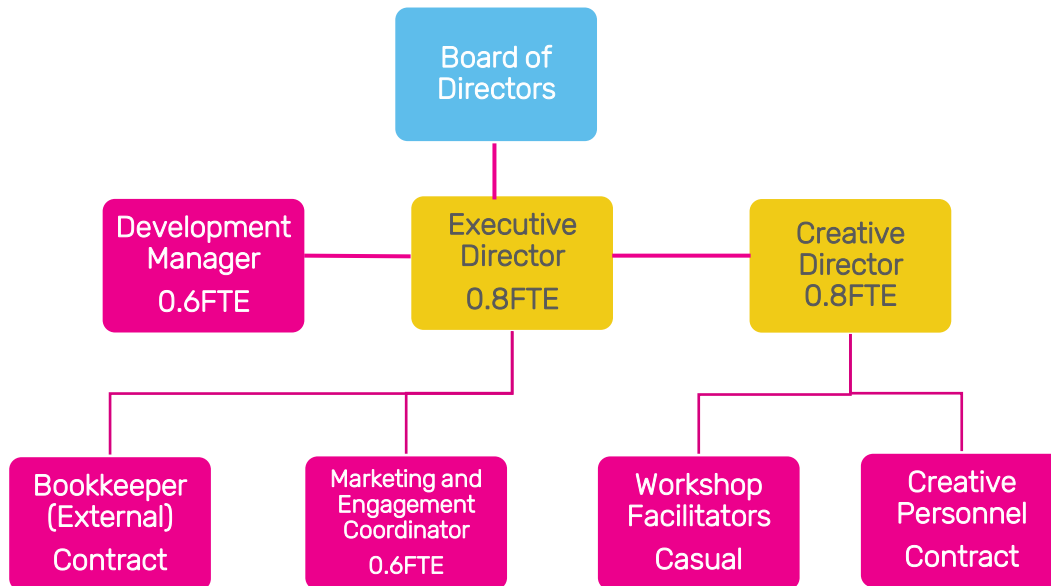
About Tantrum

Tantrum is the leading youth arts organisation in the Hunter and a not-for-profit co-operative. Our mission is to empower young people with creativity, confidence and connectedness so they can positively shape their lives and the world around them. We achieve this through multi-artform workshops and projects, bringing together young people, emerging artists and industry professionals to make new art.

Tantrum was established in Newcastle in 1976. Since then, the company has grown from its humble beginnings as a weekend drama workshop to a nationally-respected arts organisation. We are focused on creating employment in the performing arts sector in the Hunter and on developing skills and confidence in young people aged 5-30.



Organisational Chart



Position Description

Position Title: Fundraising and Development Manager

Purpose of Position: The Fundraising and Development Manager is responsible for developing and executing a diversified fundraising strategy for Tantrum which is aligned with our Strategic Plan. The Fundraising and Development Manager will grow financial support for Tantrum and broker key strategic partnerships to build the sustainability of our programs and operations.

Position Type	Part-time, 0.6FTE. Initial 12-month contract with option to extend.
Salary & Conditions:	\$75,000 negotiable full-time equivalent (paid pro rata based on hours worked) plus superannuation Four weeks annual leave (pro rata) plus an additional week of paid Wellbeing Leave each year.
Location:	Merewether, NSW (with the opportunity to work remotely in-part as negotiated with the Executive Director)
Reporting Responsibilities:	The Fundraising and Development Manager reports to: Executive Director and the Board of Directors The Fundraising and Development Manager works closely with: Creative Director, Marketing and Engagement Coordinator Direct reports: Nil

Key Duties and Responsibilities

Strategy

- Develop and execute a diversified fundraising strategy for Tantrum in collaboration with the Executive Director and Board of Directors
- Identify and secure funding opportunities for existing programs and to develop new programs.

Fundraising and Development

- Develop and manage an Annual Giving Program/Calendar including engagement, retention, and acquisition of donors.
- Research, identify and deliver a program of events and online activations to support and sustain Tantrum’s donor relationships.
- Write and review grant applications and manage acquittals for government and philanthropic funding.
- Grow commercial and earned income opportunities, including corporate and commercial sponsorship, gifts in kind (including professional services) and collaborative partnerships.

Stakeholder Relationships

- Effective networking at senior levels within the local community, the arts industry, and the regional political community to raise the profile of Tantrum and ultimately drive revenue.
- Manage and cultivate stakeholder relationships to raise awareness of Tantrum Arts activities and impact.

The success of the position will be measured against annual fundraising targets which must be met or exceeded.

Selection Criteria

Essential

- Demonstrated experience in fundraising, and proven ability to hit fundraising targets.
- Excellent understanding of the philanthropic sector, knowledge of best practice strategies and current trends in philanthropy.
- Demonstrated experience in developing and managing major giving and annual giving programs. donor identification. cultivation and stewardship.
- Outstanding relationship management and interpersonal skills, and demonstrated capacity to build and maintain strong relationships with potential donors. philanthropic trusts and foundations. corporates, volunteers, staff and Board.
- Highly developed written and oral communication skills and demonstrated experience writing a range of grant applications, proposals and pitch documents.
- High level time management skills with proven ability to manage competing priorities and work to tight deadlines.
- Demonstrated alignment with Tantrum's values and an appreciation of the power of creativity as a tool for social impact.

Tantrum Youth Arts is a child-safe organisation and is committed to the safety and wellbeing of all children accessing our workshops, programs and activities. The successful applicant will be required to obtain and maintain a Working With Children Check and comply with all Child Safety policies and procedures.

We are an inclusive organisation, committed to providing a platform for diverse voices and thought. We encourage people from all backgrounds to apply, including people with a disability, Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse backgrounds, and people identifying as LGBTIQ+.

How to Apply

Applicants are asked to provide:

- Your CV including 2-3 referees
- A cover letter (max 3 pages) responding to the Selection Criteria
- Please send your complete application to the Executive Director, Tamara Gazzard, at tamara@tantrum.org.au

Applications are due by 5.00pm on Sunday 5 June 2022. Shortlisted applicants will be invited to an interview in the week commencing 13 June 2022. The position will commence in July 2022, with the specific start date to be negotiated with the successful applicant.

If you require further information about the role or support with your application, please direct your enquiries to Executive Director Tamara Gazzard:

E: tamara@tantrum.org.au

Ph: 02 4929 7279