

Senior Fundraiser – Manchester

Job Description – February 2019

UJIA is the leading UK- Israel charity. We take responsibility for developing a strong British Jewry that builds a lifelong connection to Israel. We connect our UK youth through innovative educational programmes that work alongside our projects in Israel, to support the most vulnerable in society.

Organisational Position

The Senior Fundraiser will be responsible to the Regional Director and will be part of the UJIA Manchester and Regional Fundraising teams.

Key Work Objectives

- Canvas donors (£500 plus) and secure annual donations from the current UJIA database whilst also bringing in new donors.
- Generate income through campaigns and events – including responsibility for the UJIA Sports Quiz, UJIA Connect, Super Sunday and Kol Nidre Appeals in local Synagogues.
- Successfully build on and sustain key lay leaders via work with committees.
- Successfully build and maintain relationships with donors.
- Successfully build and maintain relationships with key partners.

Main Responsibilities

- Securing annual donations and working to targets set by the Regional Fundraising Team.
- Successfully build and maintain existing relationships with key donors.
- Identify key potential donors to be approached.
- Present project proposals to key donors.
- Lead and run key existing events as well as coming up with new and innovative events.
- Identify and regain (£500 plus) donors who have lapsed in their giving.
- Successfully build and sustain a good relationship with lay leaders and committee volunteers.
- Participate fully in other activities and events of the Fundraising Department and UJIA in general.

Expectations

- To be flexible with work assignments
- To be willing to work evenings and weekends as required
- To ensure that appropriate confidentiality is adhered to
- To understand the responsibilities of working as part of a team
- To be passionate about Israel and the Jewish Community

Location

Your main place of work will be the UJIA Manchester office 72 Singleton Road Salford, Manchester, M7 4LU but the role will also require you to travel to various appointments around the NW Regional area and London.

Hours of Work

Regular office hours are 9am – 5.30pm Monday to Thursday, Fridays 9am-1.30pm. This role will involve some work in evenings and on Sundays outside normal office hours.