

# Community Fundraiser

## 28k (Negotiable)

### Job Description – April 2021

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 Community Fundraiser will be responsible to the Regional Director and will be part of the UJIA Fundraising team.

#### Key Work Objectives

- To play a fundamental role in assuring a successful fundraising Campaign in Manchester.
- Canvas donors (£350 plus) and secure annual donations from the current UJIA database.
- Develop relationships with potential new donors.
- Develop relationships with relevant Synagogue personnel around the Yom Kippur Appeals.
- Generate income through campaigns and events.
- Successfully build on and sustain key lay leaders via work with committees.
- Successfully build and maintain relationships with donors, volunteers and 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.
- Responsibility for implementing the UJIA Sports Quiz, UJIA Connect, Super Sunday and Kol Nidre Appeals in local Synagogues.
- 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 to build UJIA awareness and expand the donor database.
- Identify and regain (£350 plus) donors who have lapsed in their giving.
- 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 UJIA, Israel and the UK Jewish Community.

#### 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.

#### Location

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