



EXTERNAL VACANCY

Post: Director - Resources Mobilization/Fundraising
(5 year performance based)
Peromnes Level: 05
Reference: 7877

Division: Office of the Vice Chancellor

Purpose
The Director: Resources Mobilization / Fundraising will be responsible for leading all aspects of program management, financial management, communications, donor relations, advocacy, fundraising, monitoring and evaluation, and reporting. The position is based at the Vanderbijlpark campus of the Vaal University of Technology.

The incumbent will be required to: {KPA'S}

- Ensuring a sustainable fundraising strategy that involves an integrated approach to raising donor support in keeping with best practice. This includes fundraising plans for the Vaal University of Technology, as well as specific projects
- Build relationships and creates opportunities for donors to provide the much needed donations for the Vaal University of Technology and its related entities, always mindful of identifying and meeting the “passions” for gifting” by donors
- Oversee all fundraising, stewardship, alumni relations, marketing and communications
- Ensure compliance with donor regulations
- Proactively seek out new funding opportunities
- Network and liaise with consultants, members of governments, civil society organizations, international and regional funding bodies and private funders
- Alignment of faculty-based development and fundraising activities

Qualification/Experience:

- A Bachelor's Degree plus further Advancement related qualifications
- Ten years' demonstrated track record of success and experience in fundraising, preferably in a university environment

Competencies

- Proven superior ability to develop and sustain relationships with donors, coupled with a high level of persuasiveness. An ability to convince donors to donate money to the institution is critical
- In-depth knowledge of communications and development strategies and practicalities associated with the implementation of strategies
- Strong interpersonal skills, demonstrated ability to create and maintain effective working relationships with local partners, media, government officials, bilateral donors, as well as in-country and international experts, initiative and a proactive orientation
- Demonstrated budgeting, financial control and management skills including preparing and managing budgets, contracts, negotiations and the management of grants and an ability to communicate with people from differing backgrounds and levels of seniority
- An ability to use productivity software such as MS Word, Outlook, PowerPoint and Microsoft Excel

Closing date for applications: 20 October 2017

Submit CV by hand to Ms Carmen Titus at B103 or e-mailed to carment@vut.ac.za.

Please Note: The application must be accompanied by a CV, identity document and ORIGINAL certified copies (not older than 3 months) of educational Qualifications. Submission of such copies entitles Vaal University of Technology to authenticate the qualifications without any further consent from the applicant. Candidates with foreign qualifications must also submit the South African equivalent of the qualification. These qualifications are evaluated by SAQA. Vaal University of Technology is an equal opportunity and affirmative action employer, which is committed to the implementation of its employment equity plan.