



Dux International is for her client, Mercy Corps, in search of a



Corporate Trusts & Foundations Fundraising Manager

About Mercy Corps

Mercy Corps is a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within. Now, and for the future.

Mercy Corps Europe (MCE) has grown rapidly both in terms of the volume of activity and its complexity. With teams in Edinburgh, London, The Hague and Geneva, we now attract over £90m in income, and employ over 100 domestic and expatriate field team members. The breadth and impact of our programmes makes Mercy Corps a unique and truly rewarding place to work. Our teams are proud of what we achieve in the field and we are always looking for talented individuals who share our passion and commitment.

The Role and Team

The European Fundraising team plays a critical role in enabling MCE's growth through generation of philanthropic revenue, raising of profile and support of our field teams.

The Corporate, Trusts & Foundations Fundraising Manager will be responsible for developing and managing new business with continental European corporates, foundations and trusts. A strong communicator who is skilled at building long term, productive relationships with a portfolio of supporters through a personal and professional approach, s/he will play a key role in the local European Fundraising team and in the Global Corporate, Trusts and Foundations Team, which has members based across the US, Geneva, London and in Edinburgh.

Initially, this role will be working closely with the Director of Mercy Corps Europe's new Netherlands office in the Hague, so this is an exciting opportunity to join Mercy Corps in the Netherlands at a key time in its development.

Essential Job Responsibilities

Raising Income

- To secure funding from corporates, trusts and foundations in Europe for Mercy Corps programmes and projects. Annually, income generated by this role is expected to be EURO 1 million+ , with an existing portfolio to build on;
- To manage a portfolio of prospects, preparing and implementing cultivation and solicitation plans for corporates, trusts and foundations;
- To work with colleagues to identify and cultivate new funders in Europe to secure a range of sustainable funding relationships;
- To develop and maintain specialised knowledge and information on Mercy Corps programmes and projects;
- To lead proposal development, involving team members and Programme colleagues from HQ or the Field where appropriate, ensuring high quality written funding proposals matching operational objectives and tailored to specific criteria are submitted;
- To undertake with colleagues the preparation of multiple funding applications. Where necessary organising visits, presentations, meetings, visual materials necessary to increase potential of securing funding;
- To ensure the achievement of annual income and other non-financial targets;
- To proactively identify, research and monitor new and existing funding opportunities, ensuring a consistently high level of prospecting and pipeline activity.

Relationship Management

- To lead contact with current and prospective funders in a proactive manner and to ensure 'best-practice' relationships including the submission of regular reports, accounts, invitations to talks, projects, workshops, etc.;
- To develop excellent relationships internally with colleagues at both HQ's and based in the field to understand programme budgets, resource requirements and areas of activity to enable strategic applications for funding and to ensure that programme teams understand and adhere to funding requirements and to ensure the objectives of the grant are being met.

Continuous Improvement

- Alongside the Director of Fundraising and the Corporate, Trusts and Foundations Manager based in London, to develop strategy and budget proposal for corporate, trust and foundation activity;
- To implement the agreed strategy for maximising funding from corporates, trusts and foundations;
- To report to the Director of Fundraising on income and expenditure budgets as requested;
- To maintain and develop the corporates, trusts and foundations information and reporting systems within the Raiser's Edge database;

- To take responsibility for collating information on Mercy Corps projects;
- To work closely with the Director of Fundraising and fellow Corporate, Trust and Foundation; Manager, the wider Fundraising team and Programme, Finance and Compliance colleagues in order to fulfil objectives;
- To work with HQ and field colleagues to identify overlaps between corporate, trust and foundation applications in order to co-ordinate activity and support colleagues;
- Where appropriate, to organise events specifically for corporate, trusts, foundations and trustees. Liaise with the colleagues as necessary.

General

- To take responsibility for own administration, devise and implement appropriate processes and procedures to achieve agreed targets;
- To undertake additional work as required and respond to organisational priorities such as disaster response; which may require additional duties outside of usual working hours;
- To remain vigilant for developments in the charitable and business sector which might provide opportunities for fundraising activity;
- To contribute to internal discussion and review processes as an active team member.

Organisational Learning

- As part of our commitment to organisational learning and in support of our understanding that learning organisations are more effective, efficient and relevant to the communities they serve, we expect all team members to commit 5% of their time to learning activities that benefit MC as well as themselves.

Accountability to Beneficiaries

- MC team members are expected to support all efforts toward accountability, specifically to our beneficiaries and to international standards guiding international relief and development work, while actively engaging beneficiary communities as equal partners in the design, monitoring and evaluation of our field projects.

Knowledge and Experience:

- Educated to degree level or equivalent experience;
- Minimum 3-5 years' experience of corporate, trusts and foundations fundraising in a similar environment;
- Track record of success in solicitation and securing EURO 150k+ partnerships;
- Proven experience of proposal and report writing for a corporate, trust and foundations audience, and the ability to write accurately and persuasively and to develop a variety of high quality, well-written funding proposals and donor communications;
- Experience of dealing with senior level contacts;

- Excellent English is essential with proficiency in at least two other European languages highly desirable;
- Experience of working in international development or international humanitarian organisations (desirable);
- Experience of working in the field – in fundraising, marketing, or programmes (desirable).
- Experience of using The Raiser’s Edge relationship database or equivalent system (desirable).
- Proficiency with MS Office and Google software required (Outlook, Word, Excel, PowerPoint, Google Drive).

Success Factors:

- Excellent verbal and written communicator;
- An ability to assimilate multiple sources of complex information and present them in a compelling manner, often working to tight deadlines;
- A self-starter, able to deal with multiple priorities and working across time-zones with field-based colleagues;
- Target-focussed with an ability to effectively manage projects, working quickly and accurately, often to tight deadlines;
- Skilled in developing strong relationships with colleagues, partners and donors;
- Team-working is highly valued as is a robust sense of humour;
- Willingness to travel overseas on donor project visits or internal meetings where appropriate.

MC team members represent the agency both during and outside work hours when deployed in a field posting or on a short-term assignment or trip to country offices. Team members are expected to conduct themselves in a professional manner and respect local laws, customs and MC's policies, procedures, and values at all times and in all MCE locations.

Candidates must have the right to work in Europe at the time of appointment.

Position Description

Location The Hague, Netherlands

Position Status Full-time, permanent

Salary Level Commensurate with experience

Reporting to Director of Fundraising

Travel Less than 15%

How to apply?

Should you be interested in this position, we look forward to receiving your resume and motivation letter (mentioning: 'Mercy Corps) before September 1. You can send it to the attention of Karin Doeksen at: info@duxinternational.com.