



DEVELOPMENT MANAGER

The Development Manager is responsible for generating revenue for Circus Oz through major gifts and individual giving, along with grant funding through trusts and foundations and other bodies within a values-based framework. The role provides support to the Director of Social Enterprise in servicing corporate partners, with a key focus on developing strong relationships with donors and funding bodies and creating a positive experience between these key stakeholders, the Circus Oz Executive and Board.

The successful candidate will inspire support for Circus Oz; they will be goal-oriented and have strong interpersonal skills, a proven track record in developing successful relationships and demonstrable experience in creating and delivering effective individual giving campaigns along with grant writing. With an eye for detail, strong written and verbal communication skills and proficiency in record-keeping, the Development Manager will have a clear ability to take initiative while balancing multiple priorities and deadlines.

Click on the **link below** to download the Position Description and further information.

Application Process

For further information or to submit an application, please contact
Raelene King, Administrator, Circus Oz

T: +61 3 9676 0332 E: administrator@circusoz.com.au

Applications should include a

- 1) Cover letter (no more than one page)
- 2) Resume including contact details for at least three relevant referees
- 3) Separate response to the selection criteria, outlining relevant experience and skills (no more than three pages)

Applications should be submitted by 5pm, Wednesday 25 July.

**CLICK FOR FURTHER INFORMATION
AND TO APPLY**