



VACANCY FOR THE POSITION OF

KEY RELATIONSHIP EXECUTIVE

£27,000 – £32,000 plus pension. Full-time (37.5 hours per week)

Location: Oxford, UK



We are a movement of students sharing and living out the good news of Jesus Christ. Locally. Nationally. Globally.

IFES ministry is supported behind the scenes by International Services based in Malaysia, the UK and the USA.

If you are passionate about connecting and inspiring people to support student ministry, this could be the role for you. This is an exciting opportunity to help shape and build the fundraising program at IFES.

We are searching for a relational and confident communicator to join our UK International Services team. Reporting into the Chief Advancement Officer, the Key Relationships Executive will build and manage relationships with mid-level donors to raise funds for IFES through telephone, emails, and the creation of direct mail pieces. This role will proactively approach donors, create personalized giving plans, and arrange special events to thank donors. The postholder will maintain a high attention to detail to manage records and ensure compliance with the Data Protection Act. They will also work with the Communications team to secure information to inform budgets, offers, proposals and asks and will prepare reports which reflect activity and performance.

The Key Relationship Executive will be professional and friendly on paper, email, telephone and in person, with previous experience in fundraising or a related area such as marketing or sales. The successful candidate will have a proven track record of working to plans and targets, delivering results as part of a small team. They will have strong influencing and negotiating skills, while also confidently handling numbers and analysis to create reasonable financial goals for each donor. Experience in CRM database management is desired, but not essential, as is familiarity with implications of GDPR for charitable fundraising. The successful candidate will be adept at fostering relationships with donors, peers, and management and will be sensitive to working with people from different contexts within an interdenominational Christian organisation.

On the job training will be provided an experienced major donor fundraiser.

If you recognise the importance of evangelical student ministry, are confident in your ability to work internationally, and are looking for a challenging role in a forward-thinking team, then enquiries can be made to hr@ifesworld.org.

Full job description and application forms available online: ifesworld.org/jobs

Completed application forms should be submitted to hr@ifesworld.org.

Our primary calling is to pioneer and nurture a nationally-led student witness in every country of the world. The work of International Services is to support this frontline ministry.

IFES is an organisation with a distinctive Christian ethos. This post is subject to an Occupational Requirement under provisions made in the Equality Act 2010. Applicants should therefore demonstrate a firm Christian commitment and agree with the IFES doctrinal basis and ethos statement.

This job will not qualify for a Certificate of Sponsorship, so you will have to prove you have other means to work legally in the UK before we would consider your application.

CLOSING DATE:

PLEASE SUBMIT ALL APPLICATIONS BY 12 NOON ON 5 MAY 2021

PROVISIONAL DATES FOR INTERVIEWS:

WEEKS COMMENCING 10 AND 17 MAY 2021