

# Fundraising Manager

- Make an impact on Education
- Competitive package & benefits
- Inner Melbourne location



Xavier College first opened in 1878 and has a proud history as an Australian educational institution, with three campuses. The Xavier College Foundation has been established for over 30 years, and continues to support the College broadly, ensuring the continuation of an increasing number of scholarships and bursaries, the expansion of curriculum programs and assistance in the building of new facilities.

As a key member of a small alumni & development team, your key objective is to engage and build relationships with the Xavier community including alumni, donors, friends, parents and supporters.

Your objective is to raise the alumni profile, increase engagement and identify alumni to champion philanthropic support. In addition, you will manage broad fundraising activities including donor stewardship, research, communications, reporting and co-ordinating the acquittal process.

This position requires an enthusiastic person with passion, ambition, effective interpersonal and written communication skills, along with the ability to prioritise, research, plan, and evaluate. Energy, drive and a “can-do” attitude are vital to your success in this hands-on role.

**If you're an engaging and proactive person with relevant experience and the vision to play an important role in the ongoing success and growth of Xavier College Foundation, please forward your application to [cv@dakinmayers.com.au](mailto:cv@dakinmayers.com.au). Alternatively contact Michelle Varcoe or Kate Webster for a confidential discussion on 03 9629 6999.**



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