



VACANCY
Fundraiser - reporting to the CEO
Location - CBD Cape Town

Cornerstone seeks an experienced Fundraiser who will develop value driven partnerships with internal and external role-players in advancing organisational sustainability. This position is a highly visible, external facing, executive management team member who focuses on driving partnerships which includes fund development, policy, advocacy and communications. This position requires a unique blend of “big picture” planning and day-to-day management skills. The Fundraiser will be responsible for creating and coordinating strong connections to local, national and international funders, policymakers, and media, as well as creating and administrating the systems to manage those relationships and connections.

Qualifications and Experience

- Tertiary degree, preferably at a master’s degree level, and /or equivalent working experience in a business development field (e.g. Business Administration, Industrial Management, Finance and Economics)
- Proven track- record of securing funding from international development agencies, government and corporations is essential

Characteristics of the successful applicant

- Leadership abilities and strong communication skills (verbal and written)
- Long-term and process-oriented thinking
- Creativity to identify strategic and fundraising opportunities
- Critical thinking to identify strategic and fundraising risks
- Team player able to engage the entire Cornerstone Institute community e.g. colleagues, students, alumni, board members and stakeholders

Responsibilities

1. Fundraising department leadership
2. Fundraising strategy & management
3. Project Management
4. Business Development
5. Media, social media and internet presence
6. Communication
7. Branding & Marketing
8. Institutional Support
9. Project Reporting
10. Fundraising & Partnership M&E
11. Other General responsibilities that may be assigned by the CEO

To apply please email your CV along with a covering letter to andreweneb@cornerstone.ac.za by 20th December 2018. In your covering letter please outline your suitability for the post, notice period and salary requirements.

We hope to get back to all applications, however if you have not heard from us within six weeks of the closing date, please consider your application unsuccessful.