



VACANCY

POSITION: Fundraiser – Half day position

BRANCH: MES Cape Town - Bellville

SALARY: R13 820.00

MES is inviting passionate and suitable candidates who want to make a difference in the NPO field.

APPLICATIONS: email your CV to glenda@mes.org.za

CLOSING DATE: 27th March 2020

To fundraise, market and build positive stakeholder relationships to the benefit of MES. To enable the raising of sufficient, optimal funds and partner support to ensure the branch is optimally resourced to execute services. To manage and inspire strong relationships with donors & stakeholders, develop and implement related strategy and procedures and approve related activities and transactions where appropriate.

REQUIREMENTS:

Relevant Tertiary Qualification with a minimum of 3 years' experience as a fundraiser in the NGO sector and Drivers Licence.

DUTIES:

- Identify new fundraising and donor engaging opportunities.
- Assist the F&M team with events management and securing bookings.
- Research potential donors and engage at network opportunities to ensure sufficient leads are generated for donor expansion.
- Research and source quotes and sponsorship for Fundraising and Marketing team.
- Provide monthly feedback to the Branch manager.
- Compile monitoring and evaluation reports as required by the Branch Manager, monitor impact and progress made in terms of indicators set.
- Collaborate and share information with F&M team, Branch manager and relevant programme managers.