



<b>Position Title:</b>	Development Manager
<b>Status:</b>	Part time 0.5 FTE (2.5 days per week)
<b>Salary Range:</b>	Salary range: \$85,000 to 95,000 pro rata, plus statutory superannuation

## **ABOUT MARRUGEKU**

Marrugeku is Australia's leading intercultural dance company and we're really on a roll. Last year we performed in Adelaide, Auckland, Berlin, Hamburg, Melbourne (twice), Sydney and Venice; This year we are in Adelaide, Paris, Perth (twice!), the Kimberley and regional NSW. Since its launch on UN Human Rights Day on 10 December, Marrugeku's take on Childish Gambino's *This is America*, *This is Australia* has received over 750,000 views on YouTube, Facebook, and Instagram.

Marrugeku is led by co-artistic directors: choreographer/dancer Dalisa Pigram and director/dramaturg Rachael Swain. Working together for 27 years, they co-conceive and facilitate Marrugeku's productions and research laboratories, introducing audiences to the unique and potent structures of Indigenous knowledge systems and the compelling experience of intercultural performance. Marrugeku's patron is Yawuru law man and national reconciliation advocate Senator Patrick Dodson.

Working from our bicoastal operations in the remote town of Broome and Perth, Western Australia and the urban centre of Carriageworks, Sydney, our productions tour throughout urban and remote Australia, to other Indigenous contexts internationally and throughout the world.

## **ABOUT THE POSITION AND ABOUT YOU**

Marrugeku is looking for a bright, proactive, people-person to join our core team that works bicoastally from Sydney, Broome and Perth. The Development Manager will work closely with our small team to:

- Coordinate fundraising activity and support the management of relationships with donors and major gift-givers;
- Actively seek new avenues for philanthropic income and partnerships and ensure the engagement program is rolled out along its set timeline;
- Support our small organisation with administrative tasks.



We are looking for someone who can think ahead, plan, and then manage various tasks along different timelines in different areas of the organisation: thinking, identifying, and planning out applications for philanthropic foundations; creating and designing donor engagement events; managing comms with artists, presenters and donors; and undertaking administrative tasks with delivering this program.

Ideally, you'll be passionate about performance, curious about process, and have an existing connection to the arts industry: A creative thinker, an ideas person, a positive and friendly collaborator as well as a strong administrator who shows initiative and is good with deadlines. Maybe you're an independent producer, self-producing artist, marketing or philanthropy legend, a smart and organised up-and-comer. We are prepared to consider a range of possibilities.

#### **KEY RELATIONSHIPS:**

Reports to:

- General Manager
- Chair

Liaises with:

- Co-Artistic Directors
- International Promotion Manager
- Producer
- Social Media Consultant
- Marrugeku Board Fundraising Sub-committee

External relationships:

- Donors
- Major Gift Givers
- Philanthropic Foundations and PAFs
- Marrugeku supporters
- Marrugeku alumni

Responsible for:

- Occasional contractors
- Volunteer fundraising committees

#### **PURPOSE OF ROLE**

The Development Manager works with the leadership team to achieve the Company's strategic objectives in growing and diversifying sources of contributed income through periodic public campaigns and events, building and extending donor support and researching, seeking, and negotiating the support of philanthropic trusts and foundations.

#### **KEY TASKS / RESPONSIBILITIES**



- Implementing Marrugeku Fundraising Plan to meet the Company's operational and budget goals,
- Setting and achieving philanthropy and sponsorship targets, including income, acquisition and retention of donors and other measures,
- Increasing scaled annual giving from private donors,
- Developing pitches and proposal to support the program priorities,
- Managing relationships with key donors/stakeholders across the organisation,
- Supporting the submission and management of grants providing relevant fundraising reporting,
- Reporting to Board and committee meetings, contributing to agenda and minutes and follow-up on matters determined by the Board,
- Delivering quality documentation to promote the impact of the Marrugeku's work and contribute to its brand awareness.

#### **QUALIFICATIONS**

- A high level of written and oral communication skills,
- Awareness and understanding of best practice fundraising and recent trends and guidance in relation to major donor fundraising,
- Minimum two years' experience in fundraising with expertise in delivering proactive donor programs,
- Demonstrated success in achieving financial targets with a track record of securing gifts/grants from individuals and trusts/foundations in a comparably scaled organisation,
- Demonstrated leadership skills,
- Excellent interpersonal and relationship management skills with proven ability to collaborate effectively with internal and external stakeholders,
- Strong negotiating and advocacy skills.

#### **How to apply**

Send a cover letter addressing the selection criteria (maximum of two pages), together with your CV (maximum of two pages) to [gm@marrugeku.com.au](mailto:gm@marrugeku.com.au) by 5 May 2023.

Please include details of two referees.

We strongly encourage applications from First Nations people, those who are culturally and linguistically diverse, people of all abilities, and people from LGBTQIA+ communities.