



## Volunteer Role Description - Fundraising Manager

A hugely rewarding & impactful role, as a Fundraising Manager organises fundraising activities and works to increase donations to enable CDPA to continue our life-saving work.

CDPA is a registered charity dedicated to caring and improving the lives of cats and dogs in Ireland. Our volunteers collaborate with local communities to reduce animal suffering through our Trap-Neuter-Return, foster-rehoming and welfare programmes.

<b>Commitment required:</b>	3 months
<b>Minimum weekly commitment:</b>	4 hours
<b>Location:</b>	Online

### Role

- Recruiting, managing and inspiring fundraising volunteers.
- Sourcing grants available from charitable trusts, foundations and other statutory bodies.
- Developing relationships with donors, identifying potential donors and nurturing relationships.
- Developing corporate partnerships.
- Preparing annual income and expenditure fundraising budgets for board approval.
- Recording, monitoring and reporting to the board and donors on financial progress.
- Updating CDPA social media and websites with news, events and progress on fundraising campaigns.
- Managing online donations ensuring compliance with GDPR.
- Be familiar with the Charities Regulator Fundraising Guidelines and implement the approaches and practices set out in these guidelines - <https://www.charitiesregulator.ie/media/1083/guidance-for-fundraising-english.pdf>
- Be familiar with the CDPA policies and procedures.

### Desired Qualities

- Good interpersonal skills & negotiating skills
- Good organisation and budget management skills
- Creative



- Commitment to the cause of CDPA.
- Good level of English

### **Desired Experience**

- CDPA welcomes volunteers with all levels of experience!
- Previous experience within a fundraising capacity (highly desirable)

### **Other requirements**

- Access to own computer

### **As a CDPA volunteer you will benefit from**

- Access to a strong, supportive community of animal rescuers throughout your volunteer journey with the CDPA
- A full induction, comprehensive training & ongoing support
- Ongoing training from an expert team of volunteers
- Opportunities to become involved in other aspects of the charity
- Experience of working in the Animal & Charity Sector



*CDPA is firmly committed to diversity in all areas of our work. We are committed to developing and maintaining an organisation in which differing ideas, abilities, backgrounds and needs are fostered and valued, and where those with diverse backgrounds and experiences are able to participate and contribute.*