

## **Royal Dublin Society (RDS): Fundraising Manager** **(<https://www.activelink.ie/node/115332>)**



### **Job Title:: Fundraising Manager**

**Reporting to:** Deputy Chief Executive - Foundation

**Location:** RDS

**Closing Date:** 22nd May 2025

### **About the RDS**

The Royal Dublin Society (RDS) is a social impact organisation founded nearly 300 years ago. We inspire and empower positive change across science and technology, culture enterprise, agriculture and equestrianism.

Our 43-acre multi-purpose venue in Dublin is unique in Ireland delivering amazing events across sporting, hospitality, live entertainment and exhibitions for everyone within our community. We have ignited passion for generations and welcome over 2 million visitors annually. As Ireland's oldest non-profit organisation, we reinvest our commercial returns so everyone who visits us, uses our space or partners with us helps to inspire and empower a better Ireland.

### **About the Role**

Reporting to the Deputy Chief Executive - Foundation, the Fundraising Manager will have a strategic focus on securing major gift support from individuals and Members.

### **Key Responsibilities**

1. Achieve specified fundraising targets through sourcing funding from corporates, trusts, foundations and grant-writing;
2. Manage and appropriately steward relationships with individual funders and sponsors, introducing key personnel at appropriate times;
3. In consultation with the Foundation Director, (Fundraising Manager - Major Gifts & Donations), Sponsorship Manager, Head of Membership and Foundation Programme Managers, identify institutional prospects, developing individual cultivation plans for each;
4. As part of individual cultivation plans, develop engagement opportunities for key institutional prospects including events and individual meetings;
5. Develop and manage the production of appropriate materials as part of the overall external funding strategy;
6. Develop and write funding and grant proposals, applications and update/close-out reports for corporates, trusts and foundations;
7. Liaise with the Fundraising Manager - Major Gifts & Donations to implement the action plan derived from a three-year strategy for fundraising;
8. Maintain and improve processes to manage and monitor the fundraising cycle with individual funders and sponsors, liaising with the CRM Executive to produce reports on the fundraising cycle regularly for review by the Foundation Director and/or Chief Executive;
9. Input into the communication of project impact through annual reports, website, in-house publications and brochures, liaising with the Marketing/Communications team, Head of Membership, Sponsorship Manager, (Fundraising Manager – Major Gifts & Donations) and Foundation Programme Managers;
10. Undertake budget management, financial and evaluation reporting as required;

11. Prepare internal reports for the Foundation Board, and other internal entities;
12. Participate in any other RDS projects, events or activities as directed by the Foundation Director/Chief Executive.

## Person Specification

### Experience:

- At least 5 years' experience in developing and implementing fundraising strategies with evidence of significant increased funding for the organisation(s);
- Excellent understanding of fundraising best practice and charities' compliance;
- Excellent contacts in agriculture, arts, enterprise and/or science areas and proven experience of contact-building preferably within a cultural or industry-based organisation;
- Experience of change management is essential;
- A proven ability to achieve agreed engagement and fundraising targets is essential.

### Skills:

- Strong communication, negotiation and influencing skills;
- Exceptional relationship builder and networker with a proven ability to inspire, engage and influence stakeholders, high-level relationships and partnerships;
- Excellent organisational, analytical and evaluation skills;
- Exceptional writing/editing and verbal communication skills;
- Demonstrable skills in adaptability and creativity;
- High level of computer proficiency that must include PowerPoint, Excel and Word with a good working knowledge of digital and social media.

### Qualifications:

- Third level qualification;
- Appropriate fundraising training would be advantageous.

### Personal Attributes:

- A highly collaborative, resilient, motivated self-starter who can operate and think strategically but also possesses a practical hands-on approach;
- Organised, results-oriented individual with the ability to empathise and adapt to the unique environment in which the RDS operates;
- Confident, articulate and credible with the proven ability to think/act quickly on their feet.

**Note: Candidates must have a full driving licence and own car.**

## Application Process and Closing Date

If you are interested in applying for this position, please email your CV and Cover Letter to [sandra.oneill@rds.ie](mailto:sandra.oneill@rds.ie) (<mailto:sandra.oneill@rds.ie>) with the subject line "**Fundraising Manager Application**". Please note that the closing date for applications is the close of business 22nd May 2025. Any applications received after this date will not be considered.

### Region

Dublin 4

### Date Entered/Updated

29th Apr, 2025

### Expiry Date

22nd May, 2025

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