



Fundraising and Communications Director (fulltime): Job description

FutureDharma raises £500,000 each year to spread the Dharma and develop Triratna sanghas around the world. We fund 35 international Triratna projects, including those of the India Dharma Trust. Our trustees represent Triratna's Three Strands and we take our strategic lead from the International Council.

FutureDharma is seeking an inspired, engaged and enterprising Order Member or TFO Mitra to lead our fundraising, develop major donor relationships, and contribute to our project strategy as a member of our Directors' Team. You'll also help provide a rich context for spiritual development through the practice of right-livelihood, including support for ordination training.

Team Context

You'll work closely with Nandavajra (Director) and Danayutta (Finance Director) and lead our Fundraising and Communications Team: Alex Lodge (Supporter Development Manager), Maitrinara (Centre Fundraising), Sugarbha (Major Gifts), Anna Norbury (Communications Manager), Simhasraddha (Supporter Care Manager), and Pundarika (Supporter Care Officer). You'll also be part of a wider team including Moksacitta (Programmes Manager), Satyadarshin (Systems Manager) and Lokabandhu (Bookkeeper).

Main Responsibilities

Strategy and planning

- Develop and implement FutureDharma's fundraising strategy, including [our goal of raising £1 million over 2022-23](#).
- Identify new potential income streams and produce strategies to access these funds
- Set, implement and monitor the annual fundraising income budget
- Develop and maintain income tracking and evaluation systems
- As part of the Directors' Team, and as attendee of trustee meetings, lead the development of strategy to help Triratna spread the Dharma around the world.
- Oversee the development and implementation of FutureDharma's Communications Strategy

- Proactively contribute to the development of a healthy and positive culture around money and fundraising in Triratna, for example through changes to Mitra and ordination training

Major Gifts Fundraising

- Manage and develop a portfolio of 50 major donors, making gifts of £5-100k
- Manage 1-2 other part-time major giving fundraisers

Fundraising

- Manage an effective fundraising and communications team that successfully delivers on income targets
- Oversee the new Supporter Development strategy, including:
 - Effective supporter journeys for the development of relationships and retention
 - The evolution of telephone fundraising as a key tool
- Execute and coordinate fundraising appeals at major Triratna events (online and in person), especially to recruit monthly donors

Fundraising capacity building

- Access and promote professional training to team members
- Offer fundraising coaching and training to other Triratna teams and institutions, such as Tiratanaloka and Padmaloka.
- Liaise as necessary with other international Triratna bodies, eg ECA, IC

Skills and Characteristics

Essential

- Track record of successfully managing teams and meeting income targets in fundraising, sales or marketing
- Proven ability to build, manage and develop key stakeholder and donor/customer relationships
- Experience of developing and implementing strategic and business plans
- Track record of bringing innovative and creative thinking and fresh ideas to an organisation and/or its services; and the ability to be adaptable and nimble in execution
- Entrepreneurial in the sense of being bold and confident in asking people to give, and motivated by success in this
- Persuasive written and oral skills, with the ability to present and convey complex ideas and issues clearly and coherently
- Inspired by and committed to Bhante's vision of sangha and Dharma practice

- Active in engagement in Order life or ordination training
- Willingness to travel (including overseas), occasionally work unsocial hours and to attend in-person meetings as required
- Highly self-motivated and able to work autonomously, take initiative and make decisions
- Energy, enthusiasm and flair to work hard and achieve ambitious targets.

Desirable

- Knowledge of the fundraising environment and of a range techniques and disciplines which will support the cost effective generation of income for FutureDharma Fund
- Experience of utilising the strength of an organisation brand for charity/business development

Location

This is a remote working role with a significant online communication component. In-person meetings are held 4-6 weeks in London, and semi-annual team retreats at Adhithana.

Financial Support

You will receive the [UK Real Living Wage](#) of £19,838 (or £21,749 if you live in Greater London). If you have additional financial needs due to dependents or long term health issues, then an additional supplement may be considered. We also offer 40 days paid leave per year (including public holidays), a £1,500 p.a. retreat allowance, home working expenses and pension contributions.

Appointment process

The closing date for applications is 24th October, with interviews on 2nd and 3rd November. Ideally the successful candidate will be able to commence, or at least receive handover instruction from Amalavajra, by mid-December. Please send a completed application form and a CV to amalavajra@futuredharma.org.