



Grants Partnerships Lead (0.6 FTE)

Birth for Humankind is seeking an experienced part-time Grants Partnerships Lead to help the organisation achieve its shared income targets.

The successful candidate will bring excellent grants writing and acquittal skills and with the General Manager will develop and implement a funding strategy that includes identifying and building partnership-based relationships with prospective funders.

The hands-on role would suit a self-starter, willing to pick up and manage projects independently, identify tasks that need addressing and prioritise them based on need. You will bring a can-do attitude, drive and determination to get things done with limited resources, and strong interpersonal skills. You will enjoy flexible working arrangements, whilst prioritising efficiency and achieving outcomes.

About Birth for Humankind

Established in 2014, Birth for Humankind is a Melbourne-based not-for-profit organisation. We exist to achieve equitable maternal health and wellbeing for all, by providing and advocating for respectful pregnancy, birth and early parenting support for women and birthing people experiencing social and financial disadvantage.

Our programs include:

Doula support: matching clients referred by hospitals, social workers and community services with volunteer doulas to provide continuity of care, personal and emotional support and improved access to services.

Education: targeted, accessible online education for women and birthing people who face barriers to accessing mainstream services.

Research and advocacy: through research, programmatic evidence and modelling best-practice continuity of care we work to influence the maternal health system to better support people experiencing disadvantage.

For more information visit our website: www.birthforhumankind.org

Position title: Grants Partnerships Lead



Based at: Our Community House, 552 Victoria Street, North Melbourne and from home

Reports to: General Manager

Length of contract: Fixed-term contract until 30 June 2023, with possibility for extension

Hours: 0.6 FTE (3 days/week). Days of work are Tuesdays and Thursdays (Thursdays based in the office), and an additional day of your choice, with flexible work arrangements.

Rate of pay: SCHADS Award level 4.1 + super and salary packaging

Key deliverables

- Develop an income generation strategy with clear targets, indicators of success and a plan to engage with new and existing funding bodies.
- Identify prospective funding over the period from grant makers and partners, and develop and manage a grants pipeline tracker, including reporting on progress and outcomes.
- Write grant applications and grant reports and acquittals, with input from the team.
- Build, manage and maintain relationships with prospective and existing grant makers and major donors.

Other tasks and responsibilities

- Track trends in grant making.
- Provide regular tracking and reports on income generation for the Board.
- Work with the General Manager to identify the most appropriate staff and/or Board members to lead relationships with prospective partners and advise them accordingly.
- Equip other staff and Board members with the information they need to appropriately manage relationships with prospective and existing funders, as appropriate.
- Regularly attend external meetings and events to meet prospective new partners and funders.

Selection criteria

- Tertiary qualifications in a relevant field such as fundraising, communications, or extensive relevant work experience.
- Proven track record in winning and maintaining grants in the non-profit/community services sector, including acquitting grants and reporting on the effectiveness of programs.
- Ability to clearly communicate organisational goals, objectives and strategy as well as a strong understanding of the program's directions and needs, so they can be translated



into fundable packages for prospective partners.

- Experience in budget development for grant applications.
- Strong skills in building relationships with a diverse range of stakeholders, especially philanthropic trusts and foundations.
- Passion for our vision and purpose and commitment to our values.
- A strong understanding of the not-for-profit sector and key funders and our work. Understanding of the maternal health and/or community social support sector is desirable.

Additional requirements

- Police Check.
- Working with Children Check.
- We work in a co-working space without permanent IT set-up, so employees need to supply their own laptop. A quarterly IT allowance is provided to contribute to computer costs. An advance can be provided if the purchase of a laptop would otherwise prohibit you from applying.

Birth for Humankind is committed to child safety and wellbeing. All employees and volunteers must abide by our Child Safe Commitment Statement and Code of Conduct.

How to apply

To apply for this position please submit your CV and a cover letter clearly outlining your suitability for the role addressing the selection criteria to recruitment@birthforhumankind.org by end Wednesday 25 May 2022.

If you have any questions about the role please email annabel@birthforhumankind.org.

Interviews will be held with shortlisted applications the week beginning 30 May.

Birth for Humankind welcomes and encourages applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, and people with a disability. If this describes you, and you are experiencing barriers to applying for this role, please contact us for assistance.