

Position Description: Regular Donor Fundraiser



Type of Position: Casual (8-20 hours per week) with the possibility of part-time employment after 4-6 months
Award: This role is covered by Clerks - Private Sector Award 2010 (Customer Contact Officer, Level 2, Year 1)
Hourly Wage: \$31.95 (including casual loading)
Hours of work: 2-8pm Monday-Thursday & 12-4pm Friday
Location: Melbourne AYCC office (able to work from home/remotely in line with our policy)
Applications Due: ASAP - we hire for this role on a rolling basis

The AYCC is a youth-led organisation with an exemption from the Anti-Discrimination Act - **we seek applications only from people under the age of 30.**

Aboriginal and Torres Strait Islander young people, young people of colour, people with disability & LGBTIQ+ young people are strongly encouraged to apply. We value passion, talent and lived experiences, over formal qualifications.

About the role:

To build stable and sustainable funding, the AYCC is on the lookout for passionate and dedicated fundraisers!

Our callers build strong relationships with supporters in order to bring them onboard our Champions of Change program, where they contribute to funding AYCC's amazing campaigns and training programs through flexible and manageable regular donations.

This includes mostly early afternoon - evening work, and would be perfectly suited to dedicated and passionate young people looking to start their career in fundraising for climate justice.

We are looking for people with a passion for climate justice who are confident and engaging communicators, with strong attention to detail and who understand the importance of securing donations for a not-for-profit. In addition to the above, applicants should be self directed and actively take initiative to improve their performance, as well as being willing and comfortable to actively problem solve.

Previous fundraising experience and/or experience volunteering within other organisations will be highly regarded, but is not essential.

About the AYCC:

The AYCC is a non-profit, non-partisan organisation building a movement of young people to fight for climate justice. We are one of Australia's largest youth-led organisations and have a track record of building leaders and winning strategic campaigns over the past 15 years. We create change through

three main program areas:

- 1. Campaigns to solve the climate crisis** - we run campaigns to make sure Australia moves from fossil fuels to renewable energy as quickly as possible. Our campaigns include:
 - Halting fossil fuel expansion through campaigns to stop funding and public support for climate-wrecking gas projects
 - Advocating for investment in clean jobs and climate solutions, from the local to national level
 - Working to shift the narrative on climate change and build mass public support for action
- 2. Grassroots movement-building** - we are organising a national network of young people who create change by taking action through our national campaigns, building support in their communities, and applying the skills they learn to local climate justice fights
- 3. Training & leadership programs** - we provide a diverse range of opportunities - online, locally and nationally - for young people to build the skills and connections to make an impact, including our Schools Program.

Your key responsibilities

1. Call AYCC's supporters, explain our importance and ask for regular donations
2. Consistently meet minimum fundraising targets
3. Accurately update and maintain AYCC's database (NationBuilder)
4. Stay up to date with AYCC campaigns and the climate movement

About you:

We're a youth organisation, so we don't expect you to be an expert at everything. If you fit a few, but not all of the below attributes, we encourage you to apply! We're looking for someone who:

- Is outgoing and thrives talking to people. You have strong interpersonal skills and experience communicating to a wide variety of people in an engaging and friendly manner
- Experience consistently meeting targets within other positions
- Has a passion for raising money to support the movement for climate justice and a willingness to strive for high performance in the role
- Is committed to the mission and values of the AYCC and has an understanding of the intersectional nature of climate justice
- Is trustworthy, reliable, able to work independently and a quick learner
- CRM (Customer Database) or NationBuilder experience highly regarded
- Attention to detail and ability to accurately process information

Note: If you don't have all the skills listed above, but you are willing to learn and are passionate about working with young people and climate justice - please apply!

How to apply

Candidates should submit via email:

- A 1 page cover letter addressing experience and competencies above.
- A CV of no more than 2 pages.

The AYCC is a youth-led organisation with an exemption from the Anti-Discrimination Act. As such, all staff and core volunteers are under 30, and we seek applications only from those under 30.

Applications should be addressed to Robert Marsh: rob@aycc.org.au, using the subject line 'Application - Recurring Donor Caller [full name]'.

Contact for a confidential discussion regarding this position: email Robert Marsh at rob@aycc.org.au