



Title: Account Manager - Bigfoot Fundraising

- Full-time position (37.5 hours) based in Newtown or work from home
- Manage a range of exciting digital campaigns and charity clients
- Make a difference for a range of great causes - Medical Research, Children's Health, LGBT+ rights, Women's Rights, International Development, Disability, Indigenous rights and more

About us

Bigfoot Fundraising is a small digital fundraising and marketing agency that helps not-for-profit organisations make a bigger impact, for a better world.

We offer services in strategic marketing, digital fundraising, social engagement and innovation. We are proud to work with leading Australian and international charities including Children's Hospital Foundation, Garvan Institute of Medical Research, UNICEF Australia, Plan International Australia, and more. Over the last 3 years, we have helped our clients grow their fundraising, engage more supporters and smash their goals in a variety of areas such as Christmas and Tax time appeals, Community fundraising events, lead generation, social media (especially Facebook and Instagram), bequest fundraising, website optimisation, email marketing and brand engagement.

We are a bunch of passionate fundraisers and marketers who love what we do, strive for the best results and love to build strong relationships with our clients.

We offer flexible working conditions - either working from home or our office in Newtown (Sydney).

About the role

Want to use your skills, experience and passion to make a difference?

Bigfoot Fundraising is looking for a passionate and experienced Account Manager to manage a range of projects and clients that makes a real difference!

As an Account Manager, you will be responsible for project managing a variety of projects and charity clients. You'll be proactive, organised, a great writer and communicator, results-driven and enjoy working in a team environment.

Working closely with the agency director, fundraising coordinator and digital marketing specialists in the team, your key responsibilities will include:

- Client and project management - running campaigns from concept through to execution.
- Take the lead in preparing project management documents such as project timelines, campaign reports and presentations
- Input into strategies, plans and proposals
- Copywriting and creative development for fundraising emails, social media, Facebook ads, website
- Proactively optimise campaigns and identify new opportunities to get the best results for your clients

About you

Our dream candidate will have an interest in social causes and making a difference and be excited at the prospect of making things happen.

You'll have experience in project management, with a background in digital marketing, communications, advertising or fundraising. You'll enjoy getting stuck in and delivering on all aspects of a project and will have exceptional organisational skills and a people person - enthusiastic, sociable and articulate. Ideally you'll also love digital marketing and communications.

We are offering:

The opportunity to use your skills for a range of fantastic causes! This is a unique role in a growing, high achieving agency. You will help enable great charities to continue to do their important work to make the world a better place, and you'll have a real input into our agency culture and have a bit of fun while doing it.

In return for your passion and hard work, we are offering:

- Remuneration package circa \$65,000- 75,000
- Flexible work conditions (choose between working from home, in the office or a blend of both)
- A supportive team culture and regular team outings
- Full training in digital channels and fundraising
- Access to industry conferences and courses
- Extra days off over the Christmas period