

Position Description

Title:	Strategic Partnerships Lead
Department:	Philanthropy and Corporate Partnerships within Fundraising and Public Engagement
Reporting to:	Director, Fundraising and Public Engagement
Location:	Melbourne (Hybrid)
Position Type:	Maximum term contract - 6 months
Classification:	CARE Band 6

About CARE Australia

CARE Australia (CA) supports women and girls around the globe to save lives, defeat poverty and achieve social justice. We work in partnership with local communities to provide equal opportunities for women that they have long been denied: the ability to earn an income, gain access to their fair share of resources, to lead and participate in decisions that affect their lives, and to be able to withstand the increasing impacts of climate disasters and other crises.

CARE Australia is a member of the CARE International (CI) confederation. We strive for a world of hope, inclusion, and social justice, where poverty has been overcome and people live in dignity and security.

About the Department

The Fundraising & Public Engagement Department is responsible for ensuring CARE Australia maintains a visible, engaging presence in the community, leveraging our profile to garner financial and other support from the Australian public. The Philanthropy & Corporate Partnerships team develops and manages relationships with major donors, trusts, foundations, Private Ancillary Funds (PAFs), and corporate partners to support CARE's mission.

About the Role

The Strategic Partnerships Lead is a senior, client-facing role responsible for driving new business and strategic growth across philanthropy and corporate partnerships. The primary focus is on identifying, shaping, and advancing high-value opportunities, building, and leveraging an established network, and collaborating with internal and external stakeholders to deliver on CARE's ambitious fundraising goals.

The Strategic Partnerships Lead will contribute to grant acquisition, donor event strategy, and workplace giving initiatives, and manage relationships with major donors—including cultivation, solicitation, and stewardship. The role will also provide leadership and mentoring to a small team, ensuring a high-performance, values-driven culture. CARE managers

exemplify our commitment to the prevention of sexual harassment, exploitation and abuse, and the protection of children in our work. CARE managers are role models for their team, and consistently demonstrate our values of Courage, Ambition, Respect and Equality.

Key Responsibilities

- Project management – during this contract the Lead will play a pivotal role in developing partnership collaborations for CARE’s involvement in the Women Deliver 2026 Conference (WD2026) to be held in April 2026,
- Identify, cultivate, solicit, and manage relationships with major donors, trusts, foundations, Private Ancillary Funds (PAFs), and corporates, leveraging an established network and market insights.
- Lead the development and execution of strategic partnership and philanthropy initiatives, including tactical action plans to convert opportunities into tangible outcomes.
- Oversee the management of CARE Australia’s Gifts in Wills program
- Represent CARE Australia externally, acting as an ambassador at meetings, events, and forums
- Develop and implement donor engagement strategies for event attendees and workplace giving initiatives to broaden CARE’s supporter base and deepen engagement.
- Collaborate with internal teams (International Programs, Communications, Fundraising) to develop compelling cases for support and partnership proposals.
- Contribute to the preparation of high-quality grant applications and acquittals as part of a cross-functional team, ensuring compliance and timely reporting.
- Provide stewardship for CARE’s major donors with the Director of Fundraising and Public Engagement during the contract period, ensuring they are engaged, informed, and appreciated, and that their support is recognised and reported on appropriately.
- Provide leadership, coaching, and support to a small team, fostering a collaborative, high-performing, and values-driven culture.
- Ensure all activities comply with CARE’s safeguarding, ethical fundraising, and data protection policies.

Behavioural Competencies

CA Competencies

Communication

Effectively and appropriately interacts with others to build relationships, influence others, and facilitate the sharing of ideas and information. Uses tact, diplomacy and cross-cultural sensitivity to navigate difficult situations. Relays key messages by creating a compelling story, targeted to specific audiences with a global lens.

Relationship Building

Develops internal and external trusting and professional relationships. Purposefully develops networks to build value through collaboration.

Delivering Results

Delivers quality results on organizational goals and constituent expectations through thoughtful planning, decision making and following appropriate processes.

Inclusion

Contributes to an environment in which all employees feel a sense of belonging, valued for their differences, and empowered to participate and contribute freely.

Dynamic Learning Mindset

Continuously seeks opportunities to learn, questions the applicability of past approaches in the current environment, owns growth, and embraces failure as a learning opportunity.

Strategic Leadership and Execution

Applies vision to think beyond the immediate situation and explores multiple potential paths. Invests time in planning, discovery, and reflection to better drive decisions and more efficient implementation. Ensures that business goals are met by executing, monitoring, and adjusting the organizational action plan.

People Leadership

Inspires, motivates, and empowers people to achieve organizational goals. Coaches, mentors, and manages employee experience, and employee performance, through mindful preparation. Creates space for others to lead.

Key Selection Criteria

Qualifications

- Marketing degree qualification or equivalent experience

Selection Criteria

- Demonstrated success in securing and managing high-value partnerships in philanthropy and/or corporate sectors, with an established network of relevant contacts.
- Proven experience managing complex budgets and implementing measurement practices to monitor performance, optimize efforts and achieve measurable income and performance goals.
- Proven ability to be client-facing, represent an organisation at senior levels, and build strong, trust-based relationships with diverse stakeholders.
- Strong strategic thinking and tactical execution skills, with a track record of converting opportunities into action and results.
- Experience in grant writing and acquittal processes as part of a collaborative team, and in developing donor event strategies.
- Deep understanding of workplace giving and innovative fundraising approaches with high value donors
- Demonstrated ability to work collaboratively and lead a small team, with a mature, values-driven, and inclusive leadership style.

- Excellent communication, negotiation, and presentation skills.

Personal Accountability

- Compliance with CARE Australia values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Commitment to CARE Australia's values, safeguarding, and gender equality.
- Declare anything that you become aware of through the course of your engagement which may impede your suitability to work with children and/or young people.

Further Requirements

- Police Check (International if required)
- Working with Children Check
- Global Anti-Terrorism Screening
- Misconduct Disclosure Scheme
- Travel requirements: Local and interstate travel may be required

Approved by:

Director, Fundraising & Public Engagement

4 December 2025