

ROLE STATEMENT

## Community Partnerships Manager

### Enabling Women in Africa to Give Birth Safely

- Globally, every day, 786 women die trying to have a baby. 70% occur in Africa, the vast majority avoidable.
- For every death, about 20 other women suffer an injury, the most feared being an obstetric fistula. Left untreated, a woman suffering a fistula will live a life of incontinence, misery, shame, and ostracism. 40% will plan or attempt suicide.
- Deaths and fistulas occur in Africa simply because many women don't have access to safe medical care. Fistulas occur very rarely in well-resourced countries simply because comprehensive obstetric emergency care (including a caesarean) is normally available to women.

Motivated by Jesus Christ's call to love and serve the poor, **Barbara May Foundation** has responded to this need by facilitating free and safe care for poor and vulnerable women during childbirth and for those already suffering from complications arising from childbirth. We seek to honour women's dignity and restore their agency by facilitating the repair of obstetric fistulas caused by obstructed labour, and by working to eliminate fistulas and prevent women dying in childbirth.

### About Barbara May Foundation

Barbara May Foundation is an Australian registered charity with tax deductibility status established in 2009 by Medical Director, Dr Andrew Browning AM, an obstetrician and gynaecologist, as well as being one of the world's leading fistula surgeons.

Barbara May Foundation has supported hospitals in Ethiopia, Tanzania, South Sudan, and Northern Uganda. We receive no government funding, and our donors, from all over the world, support the provision of maternal healthcare in Africa.

### Our Vision

A world where all women can face giving birth with dignity and confidence. We play our part in realising that vision by working compassionately to reduce death and injury in childbirth in Africa.

### Our Mission:

- To eliminate maternal mortality, with a focus on the treatment and prevention of obstetric fistula.
- To provide financial support and professional assistance for maternal healthcare including medical infrastructure and services, training, and education.

### Our Values

- **Compassion:** Our hearts are moved in loving kindness to seek the best for others, placing their needs ahead of our own.
- **Integrity:** Remaining true to our roots, we are authentic, courageous, and accountable in our work. We act justly, love tenderly and walk humbly.
- **Respect:** Without bias we honour the dignity inherent within every person, reflected in our considerate and professional care

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## About the Role

This role is responsible for raising philanthropic funds through a portfolio of community and church partners, events and other brand initiatives. Key accountabilities are to grow our community partners: churches, schools, community groups such as Rotary or Probus, ambassadors and volunteers to raise awareness and funds for Barbara May Foundation. It also requires event management experience.

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## Key Accountabilities

You will be integral part of the team through the following:

- Developing and implementing a community partnership strategy
- Managing key partnerships, ambassadors, volunteers and stakeholders.
- Building on existing partners to develop a regular list of speaking engagements at community groups, schools and churches.
- Build a community of supporters through events.
- Donor acquisition and financial management and reporting: review and report on results against agreed key performance indicators—targeting growth opportunities.
- Analyse data to identify trends and opportunities to increase impact.
- Engage and regularly update key community partners as needed to build engagement.
- Provide reports and updates according to agreed deadlines.
- Understand our stakeholders: our donors and board, our supported hospital projects in Africa and the structures.

As the Community Partnerships Manager, you will:

- Speak regularly at community groups such as churches, rotary clubs, probus clubs, schools (NSW and interstate occasionally)
  - Work closely with Medical Director
  - Record interactions on our database, etapestry.
  - Provide stories, as appropriate, for newsletters and social media stories.
  - Keep up with developments across the internal team to ensure the General Manager can be provided with timely and relevant advice and information.
  - General assistance as required, especially when other staff are on leave.
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## About you in this role:

This role reports to: General Manager. Close working with Medical Director, Senior Finance Manager, Administration Manager and Marketing & Social Media Coordinator.

This is a part-time permanent position, 0.6 or 3 days per week. Requirements of the role will be available at times to speak at church services or evenings events. Flexibility in the role required.

Location: Work from home, although weekly meetings may be required with the General Manager so preference will be given for someone located in Sydney/Sydney surrounds.

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## Your Key Capabilities:

### Individual leadership:

- **Improving performance** - Work with others and offer suggestions to find ways of doing the job more effectively.
- **Owning the job** - Take ownership for all responsibilities and honour commitments within your own role and strive to achieve goals with a "can-do" attitude to levels of excellence.
- **Perseverance** - Remain committed to completing the job in the face of obstacles and barriers.
- **Timeliness of work** – Set achievable timeframes and works to complete projects, tasks and duties on time.

### Business Acumen

- **Organisational operation** - display awareness of the Foundation's goals and understand how personal objectives relate to those goals.
- **Organisational objectives** – Understand how organisational vision and values apply to issues in the team.
- **Develop and grow the support of the Foundation** – Understand team and organisational goals and collaborate with the General Manager and other team members to achieve them.
- **Make sound decisions** – Analyse problems, seek input from relevant people and then take appropriate action to implement the most effective solution in a timely manner.

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## Qualifications and Experience

Tertiary qualification in marketing, communication or related field.

### Experience:

This role requires 5 or more years of experience in your field of expertise. You will have excellent relevant experience, including developing and implementing strategies and engaging potential donor groups.

Outstanding written and verbal communication skills, with the ability to make clear and highly articulate presentations to a variety of high-level stakeholders and be pro-actively engaging with and influencing audiences across a range of settings.

Excellent interpersonal skills with the ability to manage a wide variety of diverse relationships utilising a collaborative and consultative approach in communication.

You will be self-motivated and be expected to provide innovative ideas to solve problems. It is expected that you will be developing good skills navigating a small but complex not-for-profit with its primary program of work being overseas and many of our donors too. Forging relationships and managing through influence rather than direct authority as required.

- Excellent public speaking
- Event management experience
- Desirable: fundraising experience, preferably community fundraising.

## Compliance

- A National Police Check
- A current Australian Driver's License

<b>Employee Name:</b>	Click here to enter text.	<b>Manager's Name:</b>	Karen Baker
		<b>Title</b>	General Manager
<b>Date:</b>	Click here to enter text.	<b>Date:</b>	
<b>Signature:</b>		<b>Signature:</b>	