



Management Team Role Profile

Mission

‘Making a difference to the people & wildlife of Africa.’

Vision

The Tofauti Foundation was set up to help wildlife and people in tangible ways which demonstrate the depth and understanding of the real problems on the ground. Keeping nimble, able to adapt and responsive to the direct needs are key to our success. We target isolated communities or ecologically deprived locations with skillsets and infrastructure designed to be an enabler for the existence and relative harmony of wild places. We look to collaborate with likeminded people and organisations who can get the job done. We fundamentally believe that together we can make a difference.

Overall Objectives

- Be a charity in our own right;
- Bringing together a team of highly skilled and committed individuals who can collectively leave a lasting legacy;
- Raise £500,000 annually.
- Develop partnerships with valued organisations to join us on our forward-thinking project implementations and fund-raising associations.

*“We do not inherit the Earth from our ancestors; we borrow it from our children” -
American Indian proverb*

Project Objectives:

- Target one big project execution each year c£30,000
 - 2020 - Water project
 - 2021 - Women’s empowerment project
 - 2022 - Food security project
 - 2023 - Oceanic’s project
 - 2024 - Reforestation project
- Annual additional tasks of up to four engaging and meaningful projects demonstrating depth across our four impact pillars.
- Be the organisation that people come to for thought leadership and strategic partnerships in order to increase the impact of their own projects.

Partnering with Tofauti

Our objective

We’re here to bring people together to make a difference for Africa’s wildlife and communities.

Our guiding principle

We think the best way we can help is by building resilience, not reliance, among Africa's people and animals. We think the only way to a lasting solution is to make communities in Africa part of the solution.

We do this by building teams of passionate supporters, expert partners and local people who together can make a difference.

The Role

Events & Fundraising

The fundraising role includes the organisation of campaigns and events to raise money and other kinds of donations for Tofauti's financial needs, ensuring that campaigns are commercially effective by researching the most appropriate events, potential donors (both individual and corporate) and those who have given in the past. Potential types of fundraising events include:

Annual campaign fundraisers (solicit donations once a year).

Capital campaign fundraisers (raise money for a specific project(s)).

Corporate & Major-gifts fundraisers (raise money via face-to-face interaction with major donors).

Planned-giving fundraisers (raise money from those who are looking to pledge money at a future date or in instalments over time).

Your responsibilities will include:

- Researching prospective donors;
- Delivering a strong fundraising message that appeals to potential donors;
- Proactively identifying and contacting potential donors;
- Using online platforms to raise donations;
- Organising campaigns or events to obtain donations;
- Maintaining accurate records of donor information;
- Evaluating the success of previous fundraising events and ensuring the CRM donations data is kept up to date with donor profile changes;
- Ensuring that all legal reporting requirements are satisfied.

Knowledge/experience in tax law, specifically regarding gifts of stocks, bonds, charitable annuities, and bequests in a will is beneficial, but not mandatory for this role.

Operating Rhythm & Expectations

Operating Rhythm

Tofauti's future operating model will be based on and require consistent activity during the course of a month and quarter, this will help to drive our projects and aspirations forward. There will be times of higher engagement needs around promotion of events, and or specific fundraises but these will be discussed and strategised for planning purposes. We will use key performance indicators, trends and data on both our successes and challenges to assist us to identify priorities, issues, opportunities and expectations.

Management team meetings are scheduled monthly, these are important opportunities for each member of the team to update on their activities and progress and discuss challenges and successes as well as gaining support for any issues. The meetings are also an important opportunity to monitor the progress of our initiatives and adjust if necessary, which will allow the management team members to support each other directionally and to take collective ownership of our activities.

The Tofauti management team expectations:

- Honesty and trust are key, so if something needs saying, say it!
- Regularly attend monthly management meetings.
- Be accountable for actions within your area of expertise, and share positives and work on areas.
- Report on deliverables as required.
- Have a vision and know where you want to take your role by creating and maintaining a 12-18 month plan within your area
- Support strategic direction by delivering subject matter expertise.
- Monitor and measure the effectiveness of your own and joint activities.
- Compile and present performance metric reports to the Board where appropriate
- Be a good team player, displaying abilities to work independently or collaboratively with other management team members.
- Always ensure consistent delivery and communication of Tofauti's mission and values.

Tofauti is all about making a difference, but more than that it is about doing it with a smile on your face and getting the job done. We are all looking to contribute to this wider teams' mission and be a part of a growing community which is aligned both in passion and effectiveness. After all this is how we started, having a sense of humour is paramount when working in Africa! While we want to get the job done, we all want to enjoy the learnings and the journey, we would like to welcome you on board...

How to apply

If you would like to join the Management Team at Tofauti, please apply via: tofauti@tofautifoundation.com with your CV and a covering letter explaining why you are interested in this position and why you want to join the team.

Please also provide any relevant examples of your work you would like us to review.