ARAVA INSTITUTE
מכון הערבה
معهد وادي عربة

Position: Donor Relations Manager for the Arava Institute for Environmental Studies - מנהל.ת קשרי תורמים

The Arava Institute for Environmental Studies is seeking a talented, driven and experienced resource development professional to elevate the Arava Institute's work in environmental peacebuilding among Israeli and international donors. As the Institute enters its 30th year, it has sustained exciting growth and now seeks a mission-oriented and experienced **Donor Relations Manager (DRM**) in Israel who can share the Institute's exciting vision and build sustained new philanthropic support in Israel and Europe.

The **Donor Relations Manager (DRM)** will focus on cultivating new philanthropic relationships and stewarding current relationships with our donor community to diversify and sustain growth for the Arava Institute. This professional will tap into the growing Israeli and European philanthropic community to engage motivated funders in the Institute's work to engage with the region's transboundary environmental challenges, build trust and foster peacebuilding.

The Donor Relations Manager will report to the Development Director. While the position will be based in the center of the country, visits to the Arava Institute are essential for hosting donors, and as part of the integration/learning process. Working with senior staff, the DRM will build a strategy to engage with stakeholders throughout Israel and identify targeted areas for outreach in Europe.

Responsibilities:

The DRM is expected to build and implement an extensive and comprehensive fundraising strategy that will incorporate cutting-edge tools, ideas, and methodologies. The DRM views all donors, also smaller and medium donors, and supporters as valued partners in the organization's mission and seeks to understand their philanthropic perspectives and motivations – and establishes and maintains meaningful relationships with donors by building trust, demonstrating impact, and honoring their commitment to the cause.

1. Research, identify, and cultivate potential and current Israeli and European funders (individuals, corporate, and foundations).
2. Manage and update the Institute's CRM and donation platform, tracking gift data, communications and all other touch points with donors.
3. Conduct background research, coordinate meetings and prepare materials for donor engagement.
4. Monitor funding and reporting timelines and ensure compliance with reporting, deadlines and requirements, with finance/compliance team.
5. Accompany Executive Director and/or staff to donor meetings as appropriate and follow up on donor meetings and conversations to translate these opportunities into funding realities.

ARAVA INSTITUTE
מכון הערבה
معهد وادي عربة

Requirements

- Identification and passion for the mission of the organization
- Self-starter who can also work with a team
- Ability to travel throughout Israel and Europe including at least monthly presence at the Institute office and campus on Kibbutz Ketura
- Superior communications, verbal and organizational skills
- Excellent analytical and creative skills
- Experience in fundraising in the non-profit sector in Israel and Europe, working with private and corporate donors
- Experience with crowdfunding or campaigning – advantage
- Experience with the peacebuilding or environmental fundraising communities - advantage
- Experience working with a CRM – advantage
- knowledge of Office 365 and its tools and AI tools
- Minimum of a Bachelor's degree
- Fluent in Hebrew and English – required- Arabic - advantage

Location: Israel
Position: Full-time
To Apply: E-mail resume with cover letter in English: **HR@arava.org**