

## VACANCY

### Individual Giving & Donor Relations Manager

**Location:** Remote

**Type:** Volunteer position, 5 hours per week

**Start date:** As soon as possible

**Reporting to:** Fundraising Lead

#### About Eduxo.eu

Eduxo.eu is a Belgian non-profit organisation working to advance **democracy, gender equality, and youth participation** across Europe. Through advocacy, education, and community-building, we empower citizens to shape more inclusive and representative societies.

#### Role Overview

We are looking for an Individual Giving & Donor Relations Manager to develop and grow Eduxo's individual fundraising strategy and strengthen relationships with supporters. This is a strategic and relationship-driven role, key to diversifying Eduxo's funding and building a sustainable base of individual donors. You will work closely with the Communications, and Fundraising teams.

#### Key Responsibilities

- Develop and implement an individual giving strategy
- Design and manage donation campaigns (online and offline)
- Build and maintain relationships with donors and supporters
- Develop donor journeys and engagement strategies (retention, upgrades)
- Coordinate fundraising communications (emails, campaigns, storytelling)
- Track donations and maintain a donor database
- Analyse performance and optimise fundraising approaches
- Identify opportunities for recurring giving and community fundraising

#### Profile we're looking for

- Experience in fundraising, donor relations, or communications
- Strong interpersonal and relationship-building skills
- Ability to craft compelling narratives and calls to action
- Organised and able to manage data and follow-ups
- Strategic mindset with attention to detail
- Interest in democracy, equality, and youth empowerment
- Experience in NGOs or campaigns is a plus

## What you'll gain

- Direct impact on the financial sustainability of a growing NGO
- Experience in building and managing donor communities
- A strong portfolio in fundraising strategy and campaigns
- Exposure to communications and impact storytelling
- Direct impact on a growing European organisation
- A volunteering / pro-bono international contract
- Fully remote collaboration, with in-person opportunities in Brussels
- Possibility to receive the EDUXO Badge as an Interest Group Representative to EU institutions
- Flexible time and autonomy
- Free Career Desk support with an HR expert
- Free psychological support
- Access to international high-level and networking events
- Monthly internal trainings and opportunities
- A supportive, feminist, inclusive community
- Insurance coverage during in-person volunteering activities
- As a member, you can apply for governance roles and actively participate in decision-making processes

## How to Apply

Send your CV and (if available) a portfolio or examples of previous work to Jasmine D'Ambrosio (Talent Acquisition Specialist) at [talent@eduxo.eu](mailto:talent@eduxo.eu)

Subject line: **Individual Giving & Donor Relations Manager Application – [Your Name]**

## Application Process

There is **no fixed deadline** for this position. Applications are reviewed on a **rolling basis**, and the vacancy will remain open until the position is filled. Early applications are encouraged. The process includes 1 interview of 30-45 minutes.

At Eduxo, we are committed to diversity and inclusion. We strongly encourage applications from individuals of all backgrounds.

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