**Diabetes Ireland – Fundraising & Marketing Assistant**

**Role title:** Fundraising and Marketing Assistant

**Location:** Diabetes Ireland National Office, 19 Northwood House, Northwood Business Campus, Santry, Dublin 9, DO9 DH30

**Duration:** 12 month graduate traineeship with the prospect of progressing further with Diabetes Ireland on successful completion of the traineeship

**Hours:** 35 hours per week

**Remuneration**: €21,658

**For Purpose – Ireland’s Not-for-Profit Graduate Programme**

For Purpose is Ireland’s not-for-profit graduate programme. For Purpose connects not-for-profit organisations with talented graduates who are searching ‘for purpose’ in their careers and who want to make an impact on civil society.

Graduate trainees on the For Purpose programme receive one-to-one mentoring and support throughout their traineeship as well as attending roundtable sessions throughout the year. The programme provides you with the skills, support and connections to start your career in the not-for-profit sector and develop your leadership potential! **Diabetes Ireland** are seeking to add an ambitious and driven **Fundraising & Marketing Assistant** to its team as a part of the For Purpose programme.

This role will be based in Diabetes Ireland’s national office and offers the opportunity to gain an in-depth understanding and experience of fundraising and marketing within a not-for-profit organisation.

**Diabetes Ireland**

Diabetes Ireland is the national charity dedicated to improving the lives of people affected by diabetes. The organisation provides a range of services including a patient support helpline, local support groups, direct care, education programmes and health promotion initiatives. Diabetes Ireland also raises public awareness about diabetes and its symptoms as well as funding diabetes research. Diabetes Ireland envisions a world where everyone with diabetes has the support and confidence to live a long and healthy live.

The need for the services by Diabetes Ireland is continually growing. In 2018 alone, there were over 500,000 visits to [www.diabetes.ie](http://www.diabetes.ie). Fundraising is a crucial part of Diabetes Ireland. Fundraising ensures that the organisation can keep providing direct care, education, and support to thousands of people with diabetes and their families each year. To help co-ordinate its fundraising activities and ensure its continued success, Diabetes Ireland is seeking to add a Fundraising & Marketing Assistant to their team.

**Fundraising & Marketing Assistant**

The Fundraising and Marketing Assistant will have an important role within Diabetes Ireland’s team. He or she will support the implementation of the organisation’s fundraising and marketing strategy. This will include managing the successful delivery of fundraising events, utilising a range of marketing tools including social media and direct mail to raise awareness of Diabetes Ireland, supporting all aspects of donor and volunteer care and managing the administrative aspects of fundraising activities.

In addition to working on these core areas, the Fundraising and Marketing Assistant will proactively identify and research new fundraising and support opportunities for Diabetes Ireland. The Assistant will also play key role in developing and maintaining Diabetes Ireland’s relationship with its existing corporate and individual supporters.

Are you seeking an opportunity to begin a career in the not-for-profit sector with opportunities to develop and progress? We are looking for an ambitious graduate with the following profile:

* Third level qualification
* High degree of initiative, flexibility and creativity
* Outstanding interpersonal and communication skills
* Strong analytical skills
* Strong commitment to teamwork
* Fluent English Speaker
* Full working rights in Ireland
* Belief in the vision, mission and values of Diabetes Ireland
* Demonstrable commitment to the not-for-profit sector

If your ambition is to start a career in the not-for profit sector and you combine the above profile in addition to recognising that it will be a continuous learning process, then we would like to hear from you. The closing date for applications is the **19th of April.**

To apply, please send your CV and a cover letter to Michael.walsh@forpurpose.ie. For more information on For Purpose please see www.forpurpose.ie.