

Bald Angels Charitable Trust- Ngā Anahera Pākira



Job Title/s: Community Creative Engagement Angel

Location: Kerikeri Office-Hybrid

Reports To: Charity Manager

Position Type: 10-15hrs/week Employment Contract

Salary: \$20k (dependent on hours and skill- negotiable)

About Us:

Bald Angels Charitable Trust is a dedicated grassroots organisation committed to supporting vulnerable children to thrive. We rely on the generosity and involvement of our community, donors, and volunteers to make a meaningful impact.

Our values are Tika, Pono, Aroha, Mana, Tapu- acting with integrity, honesty, care, compassion, honour and respecting the sacredness of people and places.

We value Te Whare Tapa Wha principles of wellbeing, and we honour Te Tiriti o Waitangi principles.

We value & respect you, our people and each other. We bring hope to the vulnerable and... we polish halos!

Job Summary:

Make a real difference for vulnerable tamariki (children) right here in Aotearoa-NZ.

We are now seeking a committed and reliable LOCAL Community Engagement Angel to lead our local Bay of Islands community events and fundraising efforts so we can improve outcomes for vulnerable kiwi kids. You'll appreciate working in a respected organisation with a values based environment, whilst strengthening and collaborating with community to deliver impact for vulnerable tamariki. You'll have strong community networks and be confident to build and maintain relationships. You will contribute to ensuring the organisation's financial sustainability.

This role requires a team-oriented person with excellent interpersonal, organisational and communication skills who enjoys event management.

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Key Responsibilities:

- Communicate effectively and persuasively with all local community supporters
- Identify new opportunities and build our supporter network.
- Cultivate and maintain strong relationships with individual donors, corporate sponsors, local community members, and supporters.
- Manage fundraising and community events that promote the Charity's mission, using effective storytelling, outreach and engagement.
- Collaborate with the team on fundraising budgets, strategy, data analytics - and be accountable with realistic high performance outcomes
- Additional general tasks that contribute to our team achieving those outcomes.

Specifics:

You will be required to set realistically high targets and work toward achieving those.

Working collaboratively with the Creative Partnerships Lead Angel- reporting to Manager. KPI's will be developed around the following:

Creative Strategy and Project Development

- Understanding of projects and local engagement
- Communication – Angel team: volunteer meetings- office meetings 1 x fortnight in office or online with Partnerships Lead -collaborative big picture, strategy and progress /1 x month Volunteer meeting
- Developing Local Fundraising Strategy
- Marketing- *supporting existing management* of social media, newsletters, radio and TV media and all marketing as required.

Community Partnerships

- Identifying potential partnerships (local business/clubs/schools/orgs and community partnerships- including volunteers) to develop sustainability
- Communication / collaboration with potential partners
- Building and maintaining partner relationships
- Sponsorships & In Kind- generating win-win partnerships
- Strategising local awareness and fundraising campaigns and events

Merchandise – Sales Generation & Awareness Campaigns

- Retail Partnerships
- Events/stalls/festivals
- Online Angel Shop- collab with office team

Event & Project Management (admin collab with office team)

- Budgets and Planning
- Coordinating and facilitating tickets, prizes, sponsorship Partners
- Managing volunteers and Facilitators
- Sourcing & engaging required human resources
- Health & Safety for events

Administrative Systems (admin collab with office team)

www.baldangels.org.nz

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- Events Calendar
- Event planning
- Fund Application: identification and planning with Partnerships Lead
- Sharing information to Angel Team for files: updating customers, partners,
- Report Filing (event data, impact, outcome)

You will have:

- Experience with event management and volunteer coordination
 - Proven experience in relationship development and community engagement
 - Exceptional interpersonal and communication skills, able to connect with people from diverse backgrounds.
 - Ability to work independently and collaboratively within a small team.
 - Strong organisational skills and attention to detail.
 - Adaptability and enthusiasm for grassroots community work.
 - Passion for supporting vulnerable children, and community development.
 - A commitment to ethical and inclusive practice with values driven outcomes
 - A commitment to Te Tiriti o Waitangi principles
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