

**JOHANNESBURG SPCA - VACANCY  
RESOURCE DEVELOPMENT MANAGER  
(Fundraising, Communications & PR)**

**Location** : Booyens, Johannesburg, Gauteng  
**Position Type** : Full-time – On site  
**Reports To** : General Manager

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The Johannesburg SPCA (JSPCA) is looking for an experienced and motivated Resource Development Manager (with a focus on Fundraising, Communications and PR) to drive the organisation's fundraising and partnership initiatives. The successful candidate will play a key role in strengthening the **JSPCA's long-term financial sustainability**.

**What We Are Looking For**

The ideal candidate is a strategic, proactive and relationship-focused professional who is passionate about making a difference. They will be an excellent communicator with the ability to identify funding opportunities, develop compelling proposals, build long-term partnerships and deliver measurable fundraising results while working collaboratively with colleagues across the Society.

**Important Note to Applicants**

This is a senior role requiring demonstrated success in fundraising and resource mobilisation within the non-profit sector. Please apply only if you meet the requirements and experience specified. Unfortunately, applications that do not meet the minimum requirements will not be considered.

**Key Responsibilities**

**1. Resource & Partnership Development**

- Develop and implement the organisation's annual Resource Development Strategy.
- Identify and pursue new funding opportunities that support organisational growth and long-term sustainability.
- Monitor fundraising performance against agreed targets and recommend improvements where required.
- Build, strengthen and manage relationships with corporate partners, CSI programmes, trusts, foundations, individual donors, major donors and other key stakeholders.
- Grow the organisation's individual giving programme, including monthly giving, major donors and legacy giving.
- Source and coordinate donations of goods and services to support the organisation's operational needs.

**2. Funding & Proposal Development**

- Research suitable grant and funding opportunities.
- Prepare high-quality funding proposals, grant applications and sponsorship submissions.
- Compile project budgets in collaboration with the Finance Department and departmental managers.
- Produce donor reports and ensure compliance with funding agreements and reporting requirements.

**3. Campaigns & Community Fundraising**

- Manage digital fundraising initiatives and online giving platforms.
- Develop community fundraising initiatives, workplace giving programmes, seasonal campaigns, gift-wrapping initiatives and special fundraising events.
- Coordinate donor engagement activities and fundraising events.

**4. Marketing & Donor Engagement**

- Develop fundraising content and campaigns across a range of communication platforms.
- Prepare donor communications, case studies and impact reports as required.

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- Strengthen donor stewardship through regular communication and relationship management.

**5. Data Management & Reporting**

- Maintain accurate donor information within the JSPCA's CRM system.
- Analyse fundraising performance and prepare regular reports for management.
- Monitor donor trends and recommend strategies to improve donor acquisition, retention and donor value.

**Requirements**

- Bachelor's Degree or equivalent Diploma in Marketing, Communications, Public Relations, or a related field.
- A minimum of five years' experience in fundraising or resource mobilisation within the non-profit sector.
- Demonstrated success in securing funding from corporate partners / CSI programmes, trusts, foundations, government funders and donors.
- Proven experience in proposal writing and donor relationship management.
- Experience preparing project budgets and donor reports.
- Excellent communication, presentation, networking and relationship-building skills.
- Advanced Microsoft Office skills.
- Experience using CRM or donor management systems.
- Strong organisational skills with the ability to manage multiple priorities and meet deadlines.
- A passion for animal welfare and a commitment to the mission and values of the Johannesburg SPCA.
- A valid South African driver's licence.
- Knowledge of digital fundraising platforms and AI tools will be advantageous.

**Please submit your CV and a motivational cover letter to [gm@jhbspca.co.za](mailto:gm@jhbspca.co.za) by 15 July 2026.**

**\*The JSPCA is an equal opportunity employer committed to protecting and promoting the welfare of animals and serving the community with compassion and professionalism.\***