



***The International Federation for Spina Bifida and Hydrocephalus is looking for a Fundraising Coordinator non-remunerated volunteer position for a minimum commitment of 3 months. Head office is located in Brussels but working remotely is a possibility.***

### **International non-profit Organization**

The international federation for Spina Bifida and Hydrocephalus (IF) represents over 70 Member Associations worldwide. Our members are a large group of patients with Spina Bifida and/or Hydrocephalus (SBH) and their families. In collaboration with civic society in the public and private sector and together with important stakeholders IF works to build inclusive communities and raise awareness of SBH. With the goal of reducing the prevalence of SBH in the world through primary prevention, advancing the rights of persons with disabilities and improving management and care for individuals with SBH and their families.

### **Function Description**

The Fundraising Coordinator position aims to develop, organize and implement fundraising ideas to support IF projects and programs. Primary duties and responsibilities of the Fundraising Coordinator include the following: explore and utilize different channels of incoming funds; research and cultivate funding partners through foundations, corporations, governments, and individual donors; organize online fundraising events; write project proposals and apply for funds; develop standard or tailored project proposals, coordinate with donors, and assist with funding; support with logistics; working in close collaboration with IF's HR and Administration Manager, Project Manager and liaise with IF's Secretary General.

*Are you the enthusiastic and creative Fundraising Coordinator who wants to strengthen the IF team? Please send your CV and Motivation Letter by Friday, December 7, 2020 to the attention of Dr. Sylvia Roozen to [recruitment@ifglobal.org](mailto:recruitment@ifglobal.org). Due to the large number of applications expected only shortlisted candidates will be contacted.*