

the
children's
hospital at Westmead

operations manager

A general manager style role driving a data driven fundraising team

The Children's Hospital at Westmead provides excellent care for 50,000 sick children annually from Australia and across the Pacific Rim. The \$20 million fundraised each year provides significant services for these children and their relatives in a family-focused, healing environment.

Your key responsibility will be for the administrative and customer service aspects of the Fundraising team, database functions, receipting and overseeing reception. In addition you will provide monthly reporting, budgeting and performance management, as well as ensuring legal and regulatory compliance.

You have experience in a similar role, preferably within a fundraising or other data driven environment, and possess strong commercial acumen. Your expertise in customer service, databases, budgeting and financial forecasting, compliance, and administrative policies and procedures, will be critical to your success.

If you would like to use your business management skills to harness support for the care of sick children, please call Olivia Ryan on 02 8243 0570 or send your CV to cv@ngorecruitment.com quoting reference # 28690.

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