Fundraising Officer

Do you want to join a fast-paced, international, student-led, social impact charity? Are you looking for meaningful voluntary experience and a community of like-minded, ambitious people?

We are currently looking for a proactive, organised, and relationship-driven individual to become our next Fundraising Officer.
In this role, you will work closely with **Lukas** our **CEO** to build and maintain connections with donors, companies, and other supporters.

Responsibilities include:
- Research and identify potential donors, including individuals and companies
- Reach out to donors and manage communication, including email follow-ups and meeting coordination
- Support the organisation of donor-related events and collaborations with partner organisations
- This may include helping with logistics, invitations, or on-the-day coordination
- Help develop engaging content for donor outreach and events (e.g. visual materials, presentations)

The ideal applicant is...
- Is eager to learn, take initiative, and try new things outside their comfort zone
- Has a genuine interest in partnerships, philanthropy, and building lasting relationships
- Brings a proactive mindset, stays organised, and follows through on commitments
- Feels comfortable working independently and managing their own workload

You will get...
- The chance to learn about the skills needed to thrive in a dynamic workplace
- The chance to gain hands-on experience in partnerships, donor engagement, and event coordination
- Opportunities to connect with inspiring individuals and companies supporting access to education
- Ownership and opportunities for growth from the start
- Access to a great community of talented and ambitious students
- A direct impact on the Project Access community and its mission

The position is an unpaid, volunteer role that will require **3-5 hours** of work per week, with flexibility during busy times of year (e.g. during exams).
If you have any questions, please do not hesitate to get in touch with Lukas, our CEO (lukas.popp@projectaccess.org).