



**Tshwane University
of Technology**

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External Position

**Senior Development Officer : International Fundraising
Advancement and Partnerships Office**

Post Level: 09

Ref : 25/713B2

The Advancement and Partnerships Office has a permanent position for a Senior Development Officer: International Fundraising at the Pretoria Campus. The successful candidate must possess demonstrated experience in securing international fundraising and the ability to identify, develop, engage prospect donors.

INSTRUCTIONS: Applicants are required to submit together with the CVs, a standardized application form available from the university intranet as well as recently certified copies of qualifications and Identity Document. Failure to comply with this instruction will disqualify the candidate. Further note that candidates may be expected to make a presentation or undergo competency testing

Critical Performance Areas

- Identification, cultivation, and management of strategic international donor relationships
- Identification and acquisition of international funding opportunities aligned to institutional priorities
- Development, coordination, and submission of competitive grant proposals and donor funding applications
- Coordination and alignment of donor-funded projects with institutional priorities and stakeholder expectations
- Management of donor stewardship, reporting, compliance, and relationship sustainability
- Enhancement of internal stakeholder engagement and coordination relating to international fundraising initiatives and donor-funded projects
- Monitoring international fundraising trends, donor priorities, and partnership opportunities
- Continuous professional development and contribution to institutional advancement initiatives

Minimum Requirements:

1. Qualification

- NQF level 6
- A relevant 3-year qualification (Marketing, Public Relations or Development Studies / Social Sciences related)

People with disabilities are encouraged to apply.





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2. Experience

- A minimum of three (3) years' demonstrable experience in securing funding through varied fundraising initiatives.

3. Knowledge and Skills

Knowledge

- In-depth understanding of donor relationship management and stewardship practices and principles
- Awareness of current trends, donor compliance requirements, and developments within the international funding environment
- Knowledge of donor cultivation, grant proposal development, and long-term donor engagement strategies
- Familiarity with online funding application systems, grant administration platforms, and donor reporting portals (e.g. Devman)
- Understanding of donor compliance, reporting, and accountability requirements associated with international funding

Skills and Competencies

- Excellent written and verbal communication skills, with strong competency in English
- Strong presentation, grant writing, and proposal development skills tailored to diverse international donor audiences
- Proven ability to source, develop, and secure funding opportunities from international donors and funding agencies
- Strong project coordination and stakeholder management skills
- Ability to identify and respond to international funding opportunities and calls

Preference may be given to candidates with:

- Experience in international fundraising
- Experience engaging with international development partners and institutional donors

Send your CV to: Recruitment10@tut.ac.za
Enquiries: Dr E Pule
Tel/Email: 012 382-5700
Closing date: 07 August 2026





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If we have not responded within a month of the closing date, you should regard your application as unsuccessful. Correspondence will be entered into only with short-listed candidates. Candidates may be required to undergo psychometric tests and any other simulation interventions. People with disabilities are encouraged to apply. Preference will be given to people from designated groups and the University reserves the right, in its sole discretion, not to make an appointment.

