

# Digital Project Manager

## Full-time, Austin TX / Remote

Join one of the fastest-growing tech companies, and industry-leading products behind 'online fundraising' in the impact sector, enabling thousands of the world's most loved charities to raise money and deliver change for good.

We're an ambitious bunch with big goals. Over 8 years we've grown to support more than 1000+ charities internationally, with a current team of 100+ passionate fundraising software professionals across 4 global offices (Australia, NZ, UK, USA). We act as one global team and have a great culture with a load of benefits (health and well-being, work-from-anywhere policies, bonus leave days and more).

We're looking for a smart, ambitious and down-to-earth team member to join us on our next stage of growth. If you're looking for a role that will give you total freedom to grow, challenge you to achieve incredible things, and if you're not afraid to step into the unknown - then you're already halfway there.

### **The Opportunity**

As a Digital Project Manager, you'll be a key member of the Global Professional Services team working to deliver websites and fundraising projects for our charity clients across the US & Canada.

**The role:**

- Managing timelines for new client implementations/projects
- Managing and documenting the entire project lifecycle, from project kick-off, scoping to delivery and testing phases
- Managing site amends and client updates
- Keeping the internal team updated on timings to ensure deadlines and the project's scope of work are met
- Be the dedicated point of contact for customers to advise on the best way to set up their fundraising events and web pages, ensure that results are maximized and data is actionable
- Conduct project kick-off calls with assistance from the Implementation Team to understand the project requirements
- Check project deliverables have been met on completion of a project
- Assist with campaign debrief and compile learnings for the following event's implementation
- Ad-hoc assistance including; implementation of registration flows, content pages, basic reporting, testing and QA
- Play a role in our global production team to operate more efficiently, share customer projects and truly operate as a 24hr production unit.
- Provide project information for blog articles, PR submissions, case studies and assets that can generate awareness of Funraisin from projects you oversee

**We think you'll be successful if you:**

- Are confident in describing project management tools and methodologies and how these assist projects to be delivered on

time with exceptional quality (and have experience using at least one)

- Understand the project lifecycle, from creating a brief through to a site going live
- Have experience in technical requirements gathering, scoping and estimating digital projects.
- Have experience in working with Waterfall and Agile project management methodologies
- Are a great communicator (written and verbal) and love a fast-paced startup environment
- Happy to chat with clients directly to discuss requirements and timings
- Can juggle multiple projects with competing deadlines simultaneously and prioritize accordingly
- Have a hands-on attitude and a proactive, problem-solving spirit
- Have user experience and technical know-how, with a deep knowledge of some areas of digital (could be GA, UX, etc)

We offer:

- Career growth planning
- Future travel to our international offices when relevant
- Medical, Dental & Vision
- 20 Days of vacation + 20 Days of personal leave annually + relevant public holidays in your location + bonus days
- Health and wellness reimbursements
- Opportunity to join one of the fastest-growing global tech startups in the impact sector

## The Funraisin Team

We're a team of passionate fundraising software professionals – some have come from world-renowned tech giants such as Google and Apple, others from the highest awarded digital agencies and others from inside some of the world-leading nonprofits.

Together we build world-class products that aim to accelerate the transition to a better world by connecting people to causes. We get a kick out of seeing, and feeling, the impact of our work and we have a ton of fun doing it. Our values demonstrate who we are and what we strive to do.



### **Better than yesterday**

Continuously improve ourselves and our impact



### **Learn fast, act fast**

Pursue the fastest path to learning & a bias to action



### **Act as one**

Be inclusive, have a seat at the table and win/lose together



### **Be uplifting and have fun**

Be optimistic, passionate, positive and laugh



### **Make magic**

Strive to make the impossible, possible