



Title: Systems and Database Manager - Part-Time, Remote Role with FutureDharma Fund

Are you a dedicated Systems and Database professional looking for a unique opportunity to contribute to the future of the Dharma and the Triratna movement? Do you thrive in a collaborative environment with like-minded Buddhists? If you're an experienced and skilled IT professional, this role might be the one you've been waiting for.

About FutureDharma Fund:

FutureDharma Fund is on a mission to empower the international Triratna Community with the resources it needs to provide a path of liberation for all beings. Since our launch in 2016, we've supported 45 international Triratna projects, including those of the India Dharma Trust.

The Opportunity:

We are now seeking an inspired and engaged Order member, or Mitra training for ordination, to join our skilled, dynamic, and harmonious team as an Systems and Database Manager. This is a part-time position, approximately **2 days a week, with flexible work arrangements**. You should be prepared for **additional hours in the first 6-8 weeks** to manage the migration of our CRM to a new provider (Beacon). Additionally, you will be instrumental in refreshing our online presence, primarily through our website, in close collaboration with our Communications Officer.

Key Responsibilities:

In this remote working role with a significant online communication component, you will:

- Manage our database migration from Salesforce to Beacon
- Boldly and confidently manage and improve our technology and database infrastructure.
- Be motivated by achieving success in this endeavour.
- Tackle technological challenges with confidence and adaptability, leveraging technology to advance our mission.

Team and Collaboration:

You will work closely with Danayutta (Director of Finance and Systems) and Pundarika (Supporter Care Officer). Additionally, you'll be a vital part of a dedicated team, including Nandavajra (Director), Kusalaraja (Fundraising and Communications Director), Karunatarra (Head of Major Relationships), Sugarbha (Major Donor Fundraiser), Alex Beard (Communications Officer), Jnanaruchi (Programmes Manager), Varabandhu (Fundraiser), and Visarada (Bookkeeper).

Our Approach:

Our trustees represent Triratna's Three Strands, and we take our strategic lead from the International Council.

Application Process:

If you would like to apply, you will need to **submit an application along with your CV**. For a detailed job description and the application form, please download the documents from our website. All applications should be sent to directors@futuresharma.org. If you wish to have an informal discussion about the role, please email in the first instance to arrange a call.

Application Deadline: November 20th

Interview Dates: November 23rd / 24th

Start Date: As soon as possible