

Fundraising Manager Job & Person Description

Fundraising Manager

Job Description & Person Specification

The Fundraising Manager will have a key role in securing funding to enable us to meet our aim of increasing the preparedness, resources & ability (knowledge & technology) of governments / corporations / humanitarian organizations / NGOs / people to be able to feed everyone in the event of a global catastrophe through recovery of food systems.

To reach this ambitious goal, the Fundraising Manager will develop a strategic fundraising plan, and interface with the funder community, including foundations, major individual donors, and other non-corporate institutions.

Job Description

Responsibilities include:

- Create a strategic fundraising plan with clear and achievable outcomes;
- Research and identify appropriate foundation and donor prospects;
- Advise on networking with the funding community (e.g. conferences and events);
- Promote the organization through written updates, briefings, and other affinity building activities;
- Develop, write, and pitch grant proposals;
- Manage grants administration in collaboration with the Project Director and in line with project procedures including gathering monitoring data and reporting to the funder;
- Support the grant-seeking activities of the organization staff.

Additionally, the Fundraising Manager will participate in strengthening the organization by participating in other capacity building priorities including the ongoing development and review of strategic priorities and any other reasonable tasks related to their role as determined by the Project Director.

Person Specification

Qualifications:

We are looking for skilled candidates with a demonstrated commitment to social change and an appreciation and commitment to the aims of the project. We're also looking for candidates who are happy to pitch in with our growing organization.

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Additionally, top candidates will:

- have experience with foundations or high net worth individuals;
- have at least 1 year fundraising experience;
- have experience in a humanitarian / effective altruism / global catastrophic risk (GCR) organization;
- have excellent writing and verbal skills;
- have the ability to make fundraising enjoyable for self and others.
- speak other languages, e.g. French, Chinese, Arabic, Russian, Hindi, or Tamil; and

In addition, the ideal candidate will:

- Be personable, professional, credible and presentable across a wide range of audiences with a strong work ethic and collaborative spirit.
- Be flexible, embrace new challenges, have a can-do attitude;
- Be willing to travel extensively, if required, on a public interest budget;
- Have demonstrated ability to exercise independent judgment and discretion in solving problems;
- Be able to work independently and creatively, as well as take direction and work as part of a team;
- Have a relevant bachelor's degree.

Advertisement:

Review of applications will begin immediately; the position will be open until filled. Send resume and a one page description of how you see your skills furthering the goals of the organization.