

Job Summary: Fund Raising Manager at CORO INDIA

CORO INDIA is a 35 year old Mumbai-based organisation that works with people marginalised on the basis of gender, caste, region or religion. CORO's vision is to establish an equal and just society by helping these marginalised people become aware of their rights and access them.

They are seeking a Fundraising Manager, who will work with the Executive Director (ED) and Founder Director (FD) to support in fundraising and donor management. Fundraising is a critical function for any NGO and it hence the Fundraising manager will have a critical role to play in CORO's growth

Key Responsibilities:

- Work with the ED and FD to develop and implement fundraising strategy
- Researching and analysing best practice in fundraising.
- Conducting research on fundraising opportunities to identify and evaluate potential sources of funding.
- Developing funding proposals and plans to support CORO's initiatives and projects, and submitting these to potential donors.
- Manage and maintain relationships with existing and potential donors.
- Updating and maintaining records and statistics on donors and donations.
- Participate in meetings, conferences and non profit events and networking with relevant stakeholders to promote CORO and raise funds.
- Providing information and advice on structuring and monitoring donations.
- Develop relationships with companies and government bodies to facilitate fundraising.
- Planning and executing effective donor engagement strategies
- Developing individual fund raising as a channel for fund raising and also ensuring regular communications / engagement with individual donors
- Explore online fund raising and run campaigns at specific times or for specific initiatives

Qualifications

- A Bachelors degree or higher in Social Sciences, Management or Humanities.
- 5 to 7 years' experience in fundraising is preferred. However, in exceptional cases, experience in sales would be considered
- Strong written, verbal and presentation skills in English language.
- Some experience in internet and secondary research skills

Desired skills:

- Ability to work with diverse teams
- Effective planning and organization skills

Location:

- This position is based at CORO India, located in Chembur, Mumbai, Maharashtra, India.

Salary range:

- The salary for this role will be based on the candidate's experience and past salary, and will be as per industry standards, keeping in mind those in the non-profit sector as well.

Application Process:

- Interested candidates are invited to submit their resume, a cover letter explaining their qualifications and interest in the role, and references to careers@coroindia.org
- Only shortlisted candidates will be contacted for interviews.