

Job Description - Asst Manager / Manager - Philanthropic Partnerships (Grants & Growth)

This is a remote position.

About the Role:

Organization is at a pivotal stage of growth. We are looking for a seasoned Consultant for Philanthropic Partnerships to raise funds from institutional and family foundations.

Your primary goal is to build a bridge between Organization and foundations. This isn't just about making introductions; it's about refining our strategy, professionalising our systems, and securing the kind of long-term, unrestricted funding that allows an organization to scale its impact truly.

Roles and Responsibilities:

- Strategic prospecting: Deliver a comprehensive Strategic Prospect Map for FY26 and successfully secure introductory calls with high-potential partners.
- Drive new partnerships: Connect with foundations and family offices, focusing on securing multi-year commitments or corpus funding.
- Standardise high-quality outreach: Develop clear, high-conversion templates and communication materials that reflect organization's impact and resonate with sophisticated funders.
- Lead high-impact grant development: Spearhead the writing and submission of major, strategically aligned proposals that meet high internal quality standards
- Build a long-term roadmap: Design a clear "prospect-to-partner" journey that ensures a smooth transition from the first conversation to a signed, long-term agreement.

Other Responsibilities:

- Streamline the growth system: Review and improve existing internal processes—from how we use our CRM to how we manage our pipeline—to ensure no lead or relationship falls through the cracks.
- Strategic mentorship: Work closely with our internal team to sharpen their fundraising skills, helping them understand donor psychology and how to navigate complex negotiations.

Educational Qualification/Experience:

- Educational Degree : Anything

- Relevant Experience(in years) : 5-8 years

Knowledge & Skill sets required:

- At least 5-8 years of experience in high-level fundraising, with a history of securing multi-year grants from major foundations, particularly for Education
- The ability to translate complex social impact data into a compelling, professional investment case for sophisticated donors.
- Basic understanding of CRM management and pipeline tracking; you believe that data-driven fundraising is the most effective fundraising.
- Experience in coaching or leading teams, with the patience and clarity to transfer your skills to our internal staff.

Others:

- Scope : Full Time
- Age Criteria : 35-40
- Reporting to : Executive Director
- Salary Range: 7-10 LPA based on the candidate's profile including performance-based incentives
- Expected Start Date: Immediate
- Location: Anywhere

Please share your resume at: contact@pmspl.net.in