

Our ambition is to permanently empower 1 million rural Indians over the next few years, and we're expanding our Fundraising and Donor Management functions to keep pace with increasing our geographic presence by growing institutional philanthropic collaborations in India (+ internationally) including grants, donations, CSR and aid via multi-lateral agencies. We currently have over 30 active institutional funding partnerships and growing our teams across roles to support these high-growth plans.

The organization is a grassroots execution org., implementing a model of holistic development to empower rural communities. We've been **certified as a "Great Place To Work" three-years in a row** a **culture of commitment to make large scale social transformation a reality for meaningful impact.**

Location: Mumbai (Head Office); hybrid model (office + remote working) determined from time to time as per team needs + organizational directive.

Occasional travel to Organization's rural geographies of implementation i.e. presently Raigad & Nashik districts in MH state (field visits with donors & prospects, CSR & employee volunteers, due diligence & reviews, internal/external events etc.) + as we expand to new location

Reporting Line: To Supervisor (Sr. Manager / General Manager) – Fundraising (Partnerships CSR & Philanthropy); will work closely with Director FR & team, Heads of Depts. and CEO.

The organization is keen to hear from young-at-heart, dynamic, socially passionate professionals to expand our capabilities, achieving large scale impact by entering new geographies and creating Dream Villages across rural India.

Professionals seeking to pursue a higher calling in life, to utilize their time & enhance skills for social good, desirous of making this a life-style choice – not just a fulfilling, long-term career in the social development sector. **Doing well by doing good!**

We're looking to bring in sharp & energetic minds with potential to add value over time and support in key decision making + strategic focus of the organization via continuous process improvements, being the change one wishes to see, nurturing stakeholder engagement and growing our funding collaborations.

Responsibilities: The role includes the following KRAs (key result areas):

A. Business Development + Sales Management

- Donor Acquisition & Funding Collaborations - Generate leads & develop new B2B partnerships across sources + channels i.e. domestic & intn'l institutions (grant-making foundations/philanthropic trusts/CSR/multi-lateral agencies, incl. via platforms on RFPs & Grants.)
- Own function & process of lead generation, pitching, closures, and onboarding of funding collaborations (i.e. business development/sales management)
- Continuously develop potential (new) donors/funding to new initiatives/innovative pilots/other programs
- Implement efficient systems to ensure partnerships meet full potential i.e. engagement, volunteering + funding opportunities round the year
- Effective management of program budgets & transparent reporting back to donors
- Establish sales management frameworks with regular reviews, solutions, incentive plans etc.
- Self-sustaining practices for retention of existing donors + growing grant/donation sizes

B. Relationship Management

- Maintain & grow these relationships year on year, multi-projects alongside + multi-year commitments
- Directly lead as account manager on several large collaborations; create & nurture lasting relationships
- Responsible for creation & maintenance of best-in-sector client relationship management (donor partners)
- Oversee & keep up to date on Plans (MoUs) i.e. program progress, utilization of funds, allocations and alignment of each donor partner on reallocations if needed with apt logical reasoning and analysis
- Effective spokesperson between and each donor partner

C. Team Management

- Groom junior resources in the team; buddy new joiners
- Manage and balance external & internal priorities
- Ownership of career frameworks, reviews & growth of each individual as per skill & will and fitment with org needs
- Provide all feasible support as required, as per experience
- Ensure adequate manpower, fund allocation & accuracy, technology enablement are in place for supporting teams

D. Grant / Funds Management

- Key role in funding allocations; financial + programmatic decisions & reporting on grants
- Understand & analyse costs/budgets; question program spends proposed

- Custodian of data & analytics on progress; monitoring of program(s)
- Organize project reviews at regular intervals + monitor progress
- Ensure prompt & apt. acknowledgment of all grant income and that all related info is accurate, up to date + well organized

E. Internal Stakeholder Management

- Work with the FR Head + internal teams – Program / Geography Heads & teams, Finance, Monitoring & Evaluation (Reporting, Social Audits & Surveys) to ensure effective donor pitches & communication
- Work with implementation teams on budgets and costing structure changes for donors
- Support Communications team with information + external comms requirements for social media posts, donor-specific campaigns, donor events etc.
- Develop effective channel for internal + external comms, milestones achieved, success stories etc.

F. Knowledge Mgt. & Process Improvement

- Maintain & update trackers for funding and records for MOUs, Proposals and databases
- Timely reporting to donors: accurate & transparent with positive narrative of impact.
- Find ways to meaningfully present & communicate results/ outcomes in a positive wa
- Ability to understand and analyse costs / budgets and question program spends proposed for funding

Experience and Qualifications: Prefer candidates who possess the following:

- **Total work experience:** Graduates (preferred commerce / math / economics stream) / Post-graduates (PGs preferred in management field). Exposure to the social sector / directly in an NGO (preferred).
- For Manager: 10+ years for grad. / 8+ years for PGs, incl. 3+ years in social sector (pref.).
- For Sr. Manager: 14+ years for grad. / 12+ years for PG, incl. 5+ years in social sector (pref.).
- Solid networking skills & relationship orientation
- Experience in developing connections with potential major donors and supporters
- Program or Donor Management experience in the social development space (Corporate Foundations/NGOs/Social Implementation Partners)
- OR – B2B corporate experience in hospitality/media/ BFSI / KPO in a BD /sales / relationship mgt. role
- Ability to drive complex projects in a timely manner
- Prefer experience of working on grant management and/or securing funding for charitable or NGO activities from a variety of funding streams (preferred)
- Skilled in data analytics and consulting

- Good command of MS Office apps; basic number crunching
- Data & Financial analytics; good research skills
- Entrepreneurial with high-energy levels + passion to succeed
- Excellent comms & interpersonal skills; good writing skills
- Impeccable integrity, high personal ethics
- Prefer awareness + engagement on diverse sectoral issues, especially in rural dev. eg. livelihoods, environ, education etc.

Personal Qualities: In all aspects of this role the following are essential:

- Interest in social dev. and engaging people on ideas
- High energy, positive person with passion to make a difference in lives
- Solid motivation; ability to work independently on agreed goals & targets
- Able to work under pressure, meeting key project & reporting deadlines
- Solution-oriented, solid planning, time management + organizational abilities
- Adaptable, flexible to changing situations + needs of the org
- Ability to work effectively as part of a small close-knit team
- Actively take part & show ownership of the overall project/program/activities of the organization from time to time
- Committed to good work ethics, professional approach & confidentiality

Industry - Non-profit Organization Management; Civic & Social Organization

Employment Type - Full-time

Salary - Decided based on the candidate's education and work experience. We also provide benefits such as PF, Gratuity, Medical Insurance etc.

Job Functions – B2B, Strategy/Planning, Research & Analytics, Communications, Relationship Management, Customer Service, Donor Management

The Organization: Brief About Us on Rural Empowerment

Founded by Ronnie & Zarina Screwvala, The organization is a **grassroots implementation** org that aims to create a **holistic, sustainable & collaborative development model** – with best global practices, corporate thinking & accountability and highest standards of corporate governance that can be a benchmark and is replicable at scale across India. **Currently working with 300+ full-time staff in rural Raigad & Nashik districts, Maharashtra across**

~1,200 hamlets, having reached >550,000 lives / 125,000 households (HH) with a phased entry & exit plan. The organization believes true growth potential lies in rural India – when empowered people take ownership for self-transformation. The org focuses on **rural empowerment through holistic, 360° development** across 4 core-themes: **Education, Health & Nutrition, Water & Sanitation and Economic Development** (Livelihoods i.e., Agri, animal husbandry & skilling).

Our 4-E strategy is to **Engage & Empower communities**, co-**Execute** with planned **Exit** in mind over 5-7 years. **Our vision** is to build a sustainable development model for irreversible change by **empowering rural communities** for self-reliance, so each HH can **earn a sustainable livelihood of >INR 200,000 p.a.** We collaborate with like-minded orgs that seek rural transformation, while encouraging employee volunteering /skills on progs.

Further building on the impact we have been creating across holistic empowerment (via Water, Sanitation, education & livelihoods), the next step in our vision is to create **Dream Villages**, starting with the work done so far in rural Raigad district. These Dream Villages are in flight by working on FIVE 'S': **1. Swachh (Clean); 2. Sundar (Beautiful), 3. Swasth** (well-being consciousness & access to health care); **4. Samrudh** (Self-Reliant) and **5. Saksham** (Empowered) to celebrate villages (having commenced on this **dream milestone in 2022-23, celebrating 75 villages marking the 75th year of our nation's independence**) and another 150+ Dream villages estimated in 2023-24.

Interested candidate please send your cv at:

contact@pmspl.net.in

