



we are hiring

join our amazing team!

- ✓ We are hiring Head of Fundraising
- ✓ Function: Purpose & Resource Mobilization
- ✓ Location: New York or San Francisco preferable, but location can be flexible
- ✓ Type of Agreement: Renewable fixed-term contract
- ✓ Salary Range: \$120,000-\$150,000 (Commensurate with experience)

Email Your Resume:
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More Information:
www.educategirls.us

Head of Fundraising, Educate Girls US

Educate Girls – An Overview

Educate Girls is a registered public charity in the US, founded in December 2014 by Safeena Husain. It provides funds for work in the areas of highest need for girls' education. Currently, the charity supports work in India:

- To enroll girls in government schools
- To improve learning outcomes for boys and girls in village schools
- To build awareness of the crisis in girls' education

In partnership with the government, Educate Girls has ensured that over 1 million girls get enrolled in schools and it has improved learning outcomes for over a million children.

Educate Girls promotes and protects the right of every girl to gain a quality education. We find out-of-school girls, bring them into school and ensure that they stay and learn. Educate Girls designs and executes programs in areas of highest need for girls' education. We do this via local, credible partners and leaders in the areas of community mobilization, curriculum development, pedagogy, behavior change and data analytics. Using smart data and technology with high-touch community engagement and partnerships with state ministries, we create a sustainable and systemic solution in the hope that one day every girl will be in school and learning.

The Opportunity

Educate Girls has a 14-year track record of winning global prizes and is being supported by world-class donors such as The Audacious Project, Skoll Foundation, CIFF, and Educate A Child, to name but a few.

Between 2019 and 2024, our audacious goal is to solve almost 40% of India's problem of out-of-school girls by bringing up to 1.5 million out-of-school girls back to school.

Through partners, we aim to establish our presence across **35,000 villages** in India's 4 most populous states (Rajasthan, Madhya Pradesh, Uttar Pradesh and Bihar) and benefit **15 million children** cumulatively. Sustainable funding is the key to achieving this ambitious goal.

Are you the one we are looking for?

You are an exceptional and multifaceted fundraiser, an excellent relationship manager with the skills to build sustainable funding for Educate Girls. You have an entrepreneurial spirit with a passion for fundraising and working within a small start-up team to build new high-impact initiatives. You are a true team player, eager to understand the work of the program delivery teams and organisation's ambitions and powerfully translate these for our funders. You have global/international experience and have the ability to convert dense information into fundraising-friendly content.

Role & Key Responsibilities

The purpose of this role is to oversee the strategy and management of Educate Girls' development function internationally with a focus on major donors, charitable trusts, corporate partnerships, and institutional funding, specifically in the US. The role will require you to deliver the strategy and build a team accordingly with atleast one hire in the first year. The US team will be responsible for raising \$12.5 million over 2 years.

Strategy & Research

- Ensure the fundraising strategy and practices of the organisation are developed and delivered in alignment with organisational objectives, goals and ways of working.
- Undertake regular research to identify and research potential funding opportunities from existing and new funding sources internationally.
- Conduct high-value donor due diligence across all donor areas and oversee preliminary due diligence conducted by Development Associates.

Fundraising

- Ensure the creation of high-quality proposals, pitches, concept notes & reports as per donor requirements.
- Work with global teams to identify and negotiate donor relationships, across major donors, trusts and foundations, corporate partners and institutional funders.
- Manage fundraising events, with the support of the wider team as required.
- Manage and support external agency fundraising support to secure and steward donors.
- Manage outreach materials and fundraising collaterals.

Donor Management & Retention

- Manage relationships with confirmed donors including major donors, trusts and institutional funding.
- Plan and manage on-going donor stewardship activities.
- Ensure grants are effectively managed and reported on in a timely and accurate manner.
- Initiate and encourage project visits for existing and prospective donors.

Team Management and Operations

- Build an appropriate team and culture for the US fundraising function and integrate with India based colleagues.
- Provide thought partnership to the Global Director of Purpose and Resource Mobilisation in India and the International Director for Educate Girls US to set the overall vision for global purpose and development.
- Maintain constant understanding of funding runway, funding gap, cashflow, grant partner timelines and deliverables, pipeline, and progress towards KPIs.
- Develop and present regular operational and financial reports to the US Board of Trustees, stakeholders, donors, and partners.
- Preparing annual income and expenditure fundraising budgets for approval and monthly revenue reporting and reconciliation.

Requirements

- Exceptional written and verbal communication skills
- Excellent presentation and persuasion skills, both spoken and written
- Ability to work independently and with minimal supervision
- Creative and proactive
- Strong team working orientation, with the ability and social skills to work collaboratively with staff at all levels and often remotely
- Highly organised with strong project management skills
- Political sensitivity and ability to apply good judgment in decision making
- High level of initiative, efficiency, and self-motivation
- Willing and able to work out of hours to support fundraising events as and when required
- Extensive knowledge of up-to-date fundraising best practice
- Must have authorisation to work in the US

Desirable attributes and experience

- Bachelor's degree required; MBA and MPP preferred
- 7-10 years of experience with atleast 4 years in a management position
- Demonstrated ability to raise \$5+m per year.
- An understanding of role of campaigning at an international level, including the role of advocacy organisations and multilateral organisations
- Experience of working in global development, international education, and some knowledge of the social sector would be an asset.
- Must be able to embrace the mission of Educate Girls
- Open to travel - domestic & international

Note

Adherence to Code of Conduct & EG Policies

All existing & new employees shall ensure that they at all times act in compliance with the Code of Conduct laid down by Educate Girls and adhere to all Policies of Educate Girls.

Educate Girls US is an Equal Opportunity Employer & has a zero-tolerance policy for all forms of discrimination.