

Educate Girls US
Educate Girls US is a 501c3, EIN Number 46-4493359



Senior Major Gifts Relationship Manager, Institutions (Remote)

About: Educate Girls promotes and protects the right of every girl to gain a quality education by ensuring access and enrollment of girls in school with demonstrated learning outcomes and linkages to employment and livelihood opportunities. The bold vision of Educate Girls is to impact 10 million girls in India with education and access to opportunity over the next 10 years. The Senior Major Gifts Relationship Manager will join an award-winning and highly respected global nonprofit organization with loyal and committed donors, a bold and ambitious fundraising goal, and a strategic vision that includes being part of a global changemaking organization for women and girls in India and across the world.

Role and Key Responsibilities

This role oversees the management and implementation of Educate Girls' development and fundraising function in the U.S. with a focus on institutional/foundation funding and corporate partnerships. The Senior Major Gifts Relationship Manager will report to the Executive Director, and will deliver strategy, execution and the achievement of major gift fundraising goals including high retention of existing donors, strong relationship-building, and new funds raised in amounts increasing annually at a growth rate of 10-15% from approximately \$6 million in the first year to approximately \$15 million in the fifth year in line with the strategic plan of the organization. The Senior Major Gifts Relationship Manager will build a small fundraising team, with one hire in the first year.

Fundraising

- Grant origination. You will independently build a pipeline of foundational, institutional and corporate donors in the U.S. to raise the funds necessary to fuel Educate Girls' growth goals, with a focus on six, seven and eight figure gifts.
- Strategy and partnerships. Increasingly, our funding arrangements include strategic partnerships with the world's major institutional funders, crafted around goals that align with Educate Girls' long-term strategy and the U.N. Sustainable Development Goals. The Senior Major Gifts Relationship Manager will help create and operationalize these

funding agreements.

- Team development. Over time, you will select, mentor and manage a team of professionals to help achieve our mission. You will work collaboratively with a global team of fundraisers, including the research and resource team in India.
- Experience with “big bet” philanthropy, collaborative philanthropy preferred. ● Ensure the creation of high-quality proposals, pitches, concept notes, and reports as per donor requirements with support of the India team.
- Work with global teams to identify and cultivate institutional and corporate donor relationships to meet global and personal goals.
- 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 with support of the India team.

Donor Management and Retention

- Manage donor relationships with a personal touch and a goal of maintaining at least an 80% retention rate (current rate is 95%).
- Plan and manage ongoing donor stewardship activities.
- Ensure grants are effectively managed and reports are timely and accurate. ● Initiate and encourage visits to and for existing and prospective donors.

Strategy and Research

- Ensure the fundraising strategy and practices of the organization are developed and delivered in alignment with organizational objectives, goals, and ways of working. ● Undertake regular research to identify potential funding opportunities from existing and new sources in the U.S.
- Conduct high-value donor due diligence across all donor areas and oversee preliminary due diligence conducted by the development team in India.

Team Management and Operations

- Build an appropriate team and culture for the U.S. fundraising and collaborate with global colleagues as needed.
- Provide thought partnership to the Executive Director, the global philanthropy team, and the International Director to set the overall vision for global purpose and development. ● Maintain constant understanding of the funding runway, funding gaps, cash flow, grant partner timelines and deliverables, pipeline, and progress towards KPIs.
- Develop and present regular reports to the U.S. Board of Directors, stakeholders, donors, and partners.
- Prepare annual income and expenditure fundraising budgets for approval and monthly revenue reporting and reconciliation.

Qualifications and Skills

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- Minimum 5-7 years in a nonprofit philanthropic setting with demonstrated expertise in institutional/foundation/corporate fundraising.
- Strong written and verbal communication skills.
- Strong interpersonal and relationship building skills.
- Ability to manage budgets
- Highly organized with the ability to manage multiple projects simultaneously
- Excellent organization skills, detail oriented
- Knowledge and strong understanding of philanthropy and fundraising. Ability to understand trends and create fundraising strategies.
- Exceptional collaborator creative problem solver.
- Excellent representational skills to interact with donors, board members, and colleagues across cultures/time zones.
- Highly proficient with Google Docs Editors Suite and Microsoft Office suite (Teams, Word, Excel, and PowerPoint)
- Strong data management skills

Other Details

- This is a remote-first role, with the possibility of monthly travel and one trip to India per year.
- Candidates must be authorized to work in the U.S.
- Candidates must be available to work at least 50% in alignment with the Eastern Time Zone and at least 25% of the time alignment with India (GMT+5:30).

Compensation and Benefits

- The annual salary range for this role is based on experience and qualifications ● Competitive health benefits package with employer contributions for medical and dental. ● 401k with employer matching contribution

To Apply: Please submit both a cover letter and resume in word or pdf format to hiring@educategirls.us with "Senior Major Gifts Relationship Manager, Institutions (Remote)" in the subject line. No calls, please.

Educate Girls is an equal opportunity employer and is committed to a workplace free from harassment and discrimination. Our core values are gender equality, integrity, empathy, collaboration and excellence and we seek to recruit, hire and train qualified people of all backgrounds.