



The Akanksha Foundation is a non-profit organization with a mission to provide children from low-income communities with a high-quality education, enabling them to maximize their potential and transform their lives. Akanksha works primarily in the field of education, addressing formal education by initiating school reform through its School Project. Currently, Akanksha reaches out to the 9300 children through its 21 schools in Mumbai and Pune.

### **Job Description**

**Position:** Senior Manager / Director - Development & Donor Relations (with a focus on HNI fundraising)

**Function/Team:** Development and Communications

**Location:** Mumbai

**Compensation:** 12 Lacs to 17 Lacs CTC p.a. commensurate with skills & experience. (Medical & Accident insurance coverage over and above CTC).

**Position Summary:** Development is the critical backbone of Akanksha, with the organization being dependent on donations for its operations. As the Senior Manager / Director, you will be responsible for building the funding base to support Akanksha's ambitious program goals. You will work closely with internal stakeholders such as the Sr. Manager Finance, Vertical Heads, and the Communications team to support fundraising for the organization.

**Reports to:** Senior Director, Development and Communications

### **What your role will entail**

#### **Individual Giving, Donor Engagement & Fundraising Events -**

- Planning and strategizing yearly fundraising goals.
- Establishing a strategic and systematic focus on closing multi-year commitments with potential leads and donors (Corporates and Foundations).
- Researching grant opportunities and developing proposals for Foundations.
- Identifying funding opportunities via awards.
- Building and maintaining relationships with existing donors and ensure timely reports.
- Managing volunteering engagements with donor.
- Cultivate relationships with individuals of various giving capacities, and identifying meaningful ways to engage them in Akanksha's work.

#### **Budgeting & Allocation -**

- Work closely with Sr Director, Development and Communications in budgeting exercises.
- Apprise the team of any external factors relating to finance that may require a re-look at operations or strategy of the organization.
- Set fundraising targets and participate in the annual performance review.
- Allocate effectively resources gathered by Akanksha among the two cities and other teams.

**External Publicity -**

- Work closely with the marketing team to develop publicity material for fundraising purposes.
- Represent the organization at meetings with potential donors and external events.
- Improve and develop communications material for the organization such as brochure, website, annual report, videos, fundraising collaterals etc.

**Team Management -**

- Manage & lead the overall operations of the Donor Relations team across the Akanksha network cities including supporting the team with prospect research and portfolio management.
- Working with other teams in the organization to ensure that the development team is abreast of the latest updates that could be relevant to development conversations.

**What you need for this Position****Experience:**

- Minimum 7 years of relevant work experience in client facing roles.
- Prior experience with fundraising (preferred).
- Candidates with a strong sales experience in the corporate sector can also apply.
- Sectoral exposure to corporates/ foundations and experience of working with HNIs (preferred).

**Skills:**

- Excellent writing and presentation skill.
- Well networked in the donor community.
- Is a self-starter, displays initiative and drive for results.
- Has the ability to lead individuals and teams in setting and achieving challenging goals.

**Education:**

- Post graduate in Marketing/Advertising/related fields.