



Room to Read



Fundraising Associate

Mumbai Metropolitan Region · **Reposted 12 hours ago** · 40 people clicked apply



On-site · Full-time · Associate



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About the job

Position Overview:

The Fundraising Associate will play a crucial role in helping Room to Read achieve its annual goal of raising \$60 million globally. This will be accomplished by managing a portfolio of individual donors, corporations, and foundations through the cultivation, solicitation, and stewardship of these relationships. Additionally, the Associate will support fundraising events in India and assist with administrative tasks as needed.

This position is based in Mumbai and will report to the Development Director for South Asia. The Associate will be part of the Global Development and Communications (DevCom) team, collaborating with colleagues from Room to Read's global offices. We are looking for a dynamic and motivated team player who is committed to our mission and has a proven track record of delivering results.

Duties & Responsibilities

Fundraising (90%)

- Manage and grow a portfolio aimed at generating \$500K in annual revenue, with a stretch goal of \$750K, sourced from corporations, foundations, and individual donors.

- Develop and implement annual stewardship plans to effectively manage the donor portfolio and cultivate new prospects.
- Support fundraising events in India by assisting the team, managing the guest list, handling event communications, and managing a few key new donor relationships after the events.
- Proactively build pipelines for grants, awards, and corporate and foundation funding opportunities in India, collaborating across teams to pursue new investments.
- Enhance donors' and prospects' commitment to the organization by creating long-term cultivation and stewardship strategies that leverage the expertise of essential Room to Read staff and leadership.
- Recommend potential funding opportunities to donors by staying informed about organizational strategies, program details, and future plans.

Other (10%)

- Analyze the local market and track donor trends to assist in developing market plans using data analysis tools and available research data.
- Collaborate with Room to Read's global team members and Associate Manager to prepare donor communication materials, including concept papers, proposals, donor updates and mailings, and additional materials as needed.
- Represent Room to Read at fundraising and awareness-building events and in donor cultivation meetings.
- Use NPSP Salesforce and other tools to actively manage donor stewardship, track and forecast revenue, and create reports.
- Collaborate with other relationship managers globally on key accounts to ensure global coordination.
- Other duties as necessary.

Qualifications

- Minimum of 3-5 years' experience in fundraising with high-net-worth individuals, corporations, and/or foundations or sales to high-net-worth individuals.
- Bachelor's degree preferred.
- Proven track record of obtaining corporation, foundation or individual funding in the \$10,000 to \$100,000 gift range and relationship management.
- Proficiency in managing existing and cultivating new relationships with foundation and corporate partners and high net worth individual donors

- Persuasive and effective public speaking and presentation skills for in-person and virtual events, proposal pitches and cultivation meetings.
- Skilled at developing strategies to engage with and retain donors and increase long-term giving.
- Proven success at creating fundraising pipelines.
- Adept at using database systems, such as Salesforce platforms or other fundraising CRM's.
- Excellent verbal and written communication skills in English.
- Demonstrated understanding on India CSR grant provisions and landscape.
- Strong cross-cultural communications skills and attention to details.
- Thrive in an entrepreneurial, fast-paced, and fun environment

Compensation:

Room to Read offers a competitive salary with excellent benefits. The non-monetary compensation includes a unique opportunity to be part of an innovative, meaningful, fun, and rapidly growing organization that is changing the world through literacy and gender equality in education.

Application Procedure:

Please click here [Development Specialist](#) to apply (no letters, calls, faxes, or drop-ins). We regret that we cannot respond to all applicants personally due to the high applicant volume. Applications are accepted until the position is filled.

About Room to Read:

Founded in 2000 on the belief that World Change Starts with Educated Children®, Room to Read is creating a world free from illiteracy and gender inequality through education. We are achieving this goal by helping children in historically low-income communities develop literacy skills and a habit of reading, and by supporting girls as they build life skills to succeed in school and negotiate key life decisions. We collaborate with governments and other partner organizations to deliver positive outcomes for children at scale. Room to Read has benefited more than 45 million children and has worked in 24 countries and in more than 213,000 communities, providing additional support through remote solutions that facilitate learning beyond the classroom. Learn more at www.roomtoread.org.

Room to Read is proud to be an equal opportunity employer committed to identifying and developing