

### **About Dhwani Foundation:**

Dhwani Foundation is a Bengaluru based registered trust. Its primary objective is to improve the productivity & efficacy in the social sector, through organizational development programmes, technology enablers, system & process improvement and sectoral strengthening.

Our work is spread in Karnataka, Tamil Nadu, Odisha, Jharkhand and North-East of India, supporting close to 1500 grassroots NGOs through various initiatives.

Log on to [www.dhwanifoundation.org](http://www.dhwanifoundation.org) for more details.

**Position:** Manager- Donor Engagements (Full time)

**Location:** Based in Bengaluru with travels across programme locations.

### **Purpose of the Job:**

1. Evangelize Organisational Development and small, medium & rural NGOs.
2. Support engagement initiatives with the Donor community.
3. Lead fundraising efforts for DF programs and for DF's partners.

### **Key Responsibilities:**

- Meet fundraising goals and objectives set by leadership.
- Understand the purpose of DF's existence, and in-depth knowledge of our overall goals, objectives, values, policies and programs.
- Research the sector from a fund-raising perspective and build partners and channels.
- Research potential donors and understand their policies and fitment.
- Work with our Leadership team to finetune & execute a fundraising strategy.
- Engage with donors and establish relationships to further Dhwani's mission.
- Identify opportunities for grants from donors and create proposals for submission to donors.
- Find ways to identify potential donors for our partner NGOs and meet internal fund raising targets.
- Identify and evangelize our Donor engagement program, enroll clients.
- Maintain regular communication with donors, build relationships & document efforts.
- Manage pre-grant and post-grant engagements to maximize relationships.

**Experience:** At least 5 to 8 years in Donor-facing roles for Organizational Development. Experience in Fundraising for NGOs will be an added advantage.

The job description are dynamic and can change with the organisation structure, policies, requirements, and the changes in the ecosystem in which the organisation operates.

### **Skills & Knowledge:**

#### **Must have:**

- Bachelor's degree in any discipline from a reputed University/Institution.
- Fundraising for the Social sector Good presentation, negotiation, and relationship management skills
- Comfortable using Microsoft Office Suite

#### **Desirables:**

- Master's degree (MBA) in Marketing or equivalent is an advantage
- Target driven high-performer with a history of meeting/exceeding targets
- Exposure to different Languages including English, Hindi and Tamil.

**Salary Offered:** 6- 8 Lakhs Per Annum, negotiable based on experience and skills.

### **Application Process:**

To apply for this position, share your CV with a covering letter to [careers@dhwanifoundation.org](mailto:careers@dhwanifoundation.org) with "**Manager- Donor Engagements**" as the subject line. Mark a copy to [divitha@dhwanifoundation.org](mailto:divitha@dhwanifoundation.org) Will be helpful if you share a link to your LinkedIn profile. Only short-listed candidates will be contacted.