

Position Head of Donor Engagement - (Full time)

About Dhwani Foundation A Bengaluru based registered trust, our primary objective is to improve productivity and efficacy in the social sector, through Organisational Change Management (OCM) programs, technology enablement, system and process improvement, and sectoral strengthening. Our work is across seven states—Karnataka, Tamil Nadu, Andhra Pradesh, Odisha, Jharkhand, Assam and Manipur, reaching close to 2800 grassroots NGOs through various OCM initiatives **Log on to www.dhwanifoundation.org for more details.**

Position Head of Donor Engagement - (Full time)

Location Based in Bengaluru with travel across programme locations.

Purpose of the job

To lead and build fundraising structures for both Dhwani programs and to its partners in order to ensure the resilience, sustainability and growth towards social impact.

Key Responsibilities

- Provide leadership and strategic directions to Donor Engagement Program
- Evolve detail strategy for donor engagement initiatives such as Fund raising for DF & Partners and Donor education and any future initiatives
- Develop detail annual plans and budgets prior to the beginning of the financial year and develop quarterly financial forecasts in consultation with Executive Director
- Assist Executive Director in recruiting staff, resource persons, technical institutions, consultants that are required for your program
- Set annual fundraising targets for both DF and it's partners. Ensure same is achieved as per the plan through various initiatives
- Ensure DF to have minimum 50% funding assurance in the beginning of the financial year against it's projected annual budgets
- Manage all pre grant and post grant engagement to maximize relationships.
- Build larger networks and ensure DF presence in all important forums of donor community
- Manage the team and the programs under you to ensure they deliver the best against agreed program objectives/targets.
- Work closely with DF communication department in order to enhance visibility of DF work and it's partners work
- Showcase DF partners work in multiple forums to enhance their visibility and fundraising opportunity
- Build data base of various donors through ongoing research
- Ensure weekly and monthly reviews are in place for smooth function of the program
- Seek financial approvals for programme expenditures with relevant invoices and recommendations
- Coordinate with other Dhwani team members in order to ensure smooth running of the organisation
- Adhere to all policies and principles of the organisation
- Open to take any other assignments that are related to the role based on the need and organisational requirement

Position Head of Donor Engagement - (Full time)

Skills and Knowledge

- Strong leadership skills.
- Atleast 15 years of experience in leadership position with at least three years' experience in a similar role
- Experience in the social sector will be an advantage
- Demonstrable track record of building partnerships
- Experience of utilising the strength of an organisation brand for business development
- Proven track record of meeting challenging income targets, sales goals etc
- Proven ability to build and manage geographically diverse teams.
- Experience of developing and implementing strategic and business plans
- Proven track record in contributions that has directly resulted in increased income or visibility for an organisation
- Effective dissemination of information to large and diverse groups
- Track record of bringing innovative creative thinking and fresh ideas to an organisation and/ or its services.
- Knowledge of the fundraising environment and of a range techniques and disciplines which will support the cost effective generation of income to the organization
- Exceptionally convincing and persuasive written and oral skills with the ability to present and convey complex ideas and issues clearly and coherently.
- Highly self-motivated and able to work autonomously, take initiative and make decisions.
- Commitment to Dhwani's core values and strategic direction

Purpose of the job

Commensurate with experience

Application Process:

To apply for this position, share your CV with a covering letter to **careers@dhwanifoundation.org** with **"Head of Donor Engagement"** as the subject line. Will be helpful if you share a link to your LinkedIn profile. Only short-listed candidates will be contacted.