

Fundraising Manager

About Door Step School (DSS)-

Door Step School is an NGO established in 1989 with a mission to provide education to underserved children living in poor urban areas. Over the years, we have developed innovative educational programmes to serve the current needs of these children. Today, we educate approximately 100 000 children per year in Mumbai and Pune. Door Step School has recently embarked on a journey of expansion, which requires a team of committed visionaries who wish to grow along with the organization. We are recruiting certain senior management roles to drive our growth, while retaining our roots to the ground as a grassroots -implementation NGO building results from the bottom-up.

Want to know more on DSS? Click [here](#)

Who are we looking for?

This role involves a direct relation with the Director of DSS and a strong relation with our existing and new funders.

If you are someone who shows great interpersonal skills, client facing relation making along with a good knowledge of NGO based fund growth, fundraising, management, accounting strategies & fund growth strategizing, then do apply.

Mandatory requisites are -:

- Minimum of 2-5 years' experience in client facing roles or fundraising, social sector investments, development sector financing , private sector (education) finance building as well as exposure to online fundraising
- Possess demonstrable experience in raising funds through CSR and traditional (Non -CSR) ways of fundraising or has
- Create leads for fundraising and DSS brand value increase
- Great writing skills for proposal and report reviews
- You will be the spokesperson/representative of DSS at various occasions therefore having fast-moving, great interpersonal skills to maintain relations with networks
- Need to have some knowledge of online fundraising methods

Bonus points if you have-

- Knowledge of a network of institutions, trusts, companies, funders to tap into
- New and young insights into fundraising
- Ability to develop an ecosystem of partnerships to create a funders base
- Administrative and partnership building skills

Reporting to -
Director at DSS.

What does DSS provide to this role?

- A senior management role in an entrepreneurial organization (you'll be the sailor of the ship)
- scope of expanding a professional network globally
- Great connection & learnings from our present domestic and international donors
- Opportunity to utilize the goodwill of DSS to build your own name in the education sector
- A competitive salary

Major Areas of Responsibilities:

The role of this person includes:

- CSR & fundraising other than CSR activities
- Sustenance and conversion of funders leads to DSS donors.
- Proposal and report writing
- Research - core building of funders database
- Working with other teams to be aware of work at DSS
- Face value building of DSS
- Vision to strategize fundraising for DSS

Please submit your CV along with a cover letter at dssplacement@doorstepschool.org

In your cover letter, please explain why your experience is relevant to this role and in what way do you think you will be able to contribute to the Door Step School and its ongoing work.