

## **Career Opportunity** **Head of Development & Partnerships**

**Reporting to:** Chief Executive Officer (CEO)  
**Location:** Islamabad/Karachi  
**Employment Type:** Full-time

### **About Teach For Pakistan**

Teach For Pakistan is a national non-profit organization committed to creating a powerful social movement for equity and excellence in education. We enable Pakistan's best young talent to teach for two years in underserved communities and drive systemic change in education throughout their lives. We envision the day when every child in Pakistan will participate in an education that nurtures them to become loving, thinking, and engaged citizens.

### **Position Overview**

The **Head of Development & Partnerships** will lead efforts to secure sustainable financial resources, build meaningful partnerships with donors and supporters, and drive strong fundraising systems. This position is critical to supporting Teach For Pakistan's ambitious programmatic and operational goals. Reporting directly to the CEO, managing a team of three members, the role demands a dynamic leader who understands fundraising, can independently pitch to donors, and ensure the efficiency of the organization's fundraising systems.

### **Key Responsibilities:**

#### **Strategic Fundraising and Partnerships**

- Develop and execute a comprehensive fundraising strategy to support Teach For Pakistan's short-term and long-term goals.
- Lead on identifying, engaging, cultivating, and pitching to corporate, individual, and institutional donors, government bodies, philanthropic organizations, and other private sector partners, leveraging the CEO and Board as appropriate.
- Cultivate and maintain relationships with key stakeholders, including international donors, government bodies, philanthropic organizations, and private sector partners.
- Build and manage a robust donor pipeline, ensuring a steady inflow of financial resources.
- Develop compelling proposals, pitches, and reports tailored to diverse audiences, showcasing the impact of Teach For Pakistan's programs.

#### **System Building and Management**

- Oversee the organization's fundraising systems and processes, ensuring they are efficient, transparent, and scalable.
- Implement and manage donor tracking systems, ensuring accurate and timely communication, reporting, and compliance with donor requirements.
- Collaborate with the Finance team to finalize agreements with donors and oversee financial reporting, expenditure tracking, and compliance.
- Build processes for donor segmentation, renewal strategies, and reporting to maximize engagement and retention.

#### **Innovation and Strategic Thinking**

- Research and analyse trends in the donor landscape to identify new opportunities for funding and partnerships.
- Develop innovative approaches to diversify funding streams, including non-traditional partnerships and cross-sector collaborations.
- Partner with program teams to align funding strategies with programmatic goals, ensuring coherence and maximizing impact.
- Monitor and evaluate the effectiveness of fundraising and partnership efforts, continuously refining strategies to improve outcomes.

### Leadership and Team Collaboration

- Support the CEO in cultivating high-level relationships with donors and preparing for meetings, events, and other engagements.
- Lead cross-functional collaboration with program, alumni, and operations teams to ensure alignment on partnership goals.
- Mentor and build the capacity of team members, fostering a culture of excellence and continuous improvement in fundraising efforts.
- Represent Teach For Pakistan in national and international forums, enhancing the organization's visibility and credibility.

### Ideal Candidate Profile

#### Qualifications and Experience

- Bachelor's degree in Business, Marketing, Communications, or related fields; Master's degree preferred.
- At least 5-7 years of proven experience in fundraising, partnerships, or related fields, with a track record of securing significant funds independently.
- Demonstrated ability to build and manage complex relationships with diverse stakeholders, including donors, corporates, and institutions.
- Strong understanding of donor management systems, reporting, and compliance.
- Experience in leading cross-functional teams and collaborating across departments.

#### Skills and Attributes

- A deep understanding of fundraising strategies, with the ability to independently identify, pitch, and secure funding.
- Ability to design and execute long-term development strategies aligned with organizational goals.
- Proven leadership skills with the ability to motivate, mentor, and build a high-performing team.
- Excellent written and verbal communication skills, with the ability to craft compelling narratives and presentations.
- Proficiency in analyzing data to measure the impact and effectiveness of fundraising and partnerships.
- Deep belief in Teach For Pakistan's mission and the ability to inspire others to support its vision.

**Salary and benefits** will be competitive and commensurate with the candidate's skills, qualifications and experience.

**How to apply:** Submit your application by filling the form by **January 03, 2025**. Since we will be hiring on an on-going basis, the applications sent in earlier will have a higher chance of selection.

**Application Form Link:** <https://forms.gle/XBpUA3ro1qjVcJjy8>

We strongly encourage you to learn more about us at [www.iteachforpakistan.org](http://www.iteachforpakistan.org) and our social media pages before applying.