

Category: NGO/Development

Manager-Fundraising

Eco-Social Development Organization (ESDO)



Vacancy

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Job Context

Eco-Social Development Organization (ESDO) started its journey in 1988 with a noble vision to stand in solidarity with the poor and marginalized. Being a peoples' centered organization, ESDO envisioned for a society which will be free from inequality and injustice, a society where no child will cry from hunger and no life will be ruined by poverty. Near about three decades of relentless efforts to make this happen, ESDO has embraced new grounds and opened up new horizons to help the disadvantaged and vulnerable people to bring meaningful and lasting changes in their lives. During this long span, ESDO has adapted with the changing situation and provided the most time-bound services especially for the poor and disadvantaged. A community focused and people centered approach has been adapted by ESDO while consideration was given to the national policy and Sustainable Development Goals (SDGs) as its guiding principle. ESDO is one of the most dynamic organizations expanding its development interventions across 397 upazilas under 53 districts of Bangladesh covering over 12 million poor and vulnerable people.

The **Manager-Fundraising** responsible for optimizing the grant administration process by shaping fund raising strategy and explore funding opportunities besides coordinating development of new projects, concept notes and project proposals in collaboration with relevant internal and external stakeholders.

ESDO is inviting applications from interested qualified candidates for the following position.

Job Responsibilities

- Develop and implement strategic fundraising initiatives to engage successfully with donors, corporations, and funding organizations, ensuring alignment with organizational goals.
- Lead comprehensive proposal development efforts, including technical and financial design, preparation, timely submission, and strategic pre- and post-submission negotiations, ensuring competitive positioning.
- Cultivate and strengthen strategic relationships with current and prospective donors, funding bodies, and corporate partners, expanding opportunities for collaboration and securing sustainable funding streams.
- Maintain and expand a comprehensive donor , tracking funding priorities and interest areas to identify and act on new funding opportunities.
- Proactively identify and pursue fundraising opportunities, including calls for proposals (CFP/RFP), expressions of interest (EOIs), and similar from bilateral, multilateral donors, and other funding bodies.
- Ensure timely responses to funding opportunities, donor inquiries, and partner queries, maintaining effective communication channels.
- Actively involved in grant management processes to ensure compliance with donor requirements, including timely reporting, representing ESDO at donor meetings, and maintaining high standards of grant management quality.
- Leverage technology and social media platforms to enhance fundraising efforts, innovating where possible to expand the organization's reach and impact.
- Prepare and submit periodic reports as required, ensuring accuracy, timeliness, and alignment with organizational objectives.
- Collaborate closely with the Head of ESDO Planning Unit and other teams to optimize existing tools and develop new systems that promote high-quality business development practices across the organization.

Employment Status

Full-time

Workplace

- Work at office

Educational Requirements

- MSS in social science or other relevant subject from any recognized university

Our expectation:

- **Innovative Thinking:** Exhibit creative and forward-thinking abilities, consistently developing novel solutions and approaches in fundraising and business development.
- **Basic knowledge of fundraising:** Knowledge of fundraising strategy, theory, Logical framework, Theory of Change, etc.
- **Expertise in Proposal Development:** Display extensive experience in crafting competitive proposals, both technical and financial, for bilateral, multilateral, and corporate donors, ensuring alignment with donor requirements.
- **Strategic Leadership:** Demonstrate exceptional strategic thinking with a proven ability to design and implement cutting-edge fundraising strategies, positioning the organization for long-term success.
- **Opportunity Identification:** Proactively identify and secure new funding opportunities, cultivating strategic partnerships with donors, corporations, and stakeholders to drive organizational growth.
- **High-Level Stakeholder Engagement:** Confidently represent the organization, negotiating, influencing, and communicating effectively with senior stakeholders to strengthen relationships and secure support.
- **Cross-Functional Collaboration:** Foster strong collaborative relationships across departments, including program, finance, and planning teams, to ensure cohesive business development efforts.
- **Results-Oriented Approach:** Maintain a relentless focus on delivering tangible outcomes, whether securing new funding, expanding partnerships, or ensuring effective grant management.
- **Technological Proficiency:** Leverage digital tools, to enhance and streamline business development activities, optimizing outreach and engagement.
- **Exceptional Communication:** Demonstrate outstanding written and verbal communication skills, crafting compelling proposals, reports, and presentations tailored to diverse audiences.
- **Ethical Standards and Professionalism:** Uphold the highest standards of ethics, professionalism, and confidentiality when managing donor relations and sensitive information.
- **Brand Ambassadorship:** Serve as a strong advocate for the organization's mission and values, ensuring they are reflected in all interactions and business development initiatives.
- **Database Management:** Ensure accurate, up-to-date management of databases to effectively track funding opportunities and foster ongoing engagement.
- **Adaptability and Resilience:** Exhibit adaptability in dynamic environments, demonstrating perseverance and resilience in pursuing long-term goals despite challenges.
- **Pressure Management and Flexibility:** Thrive under pressure, maintaining high-performance standards and demonstrating flexibility in working hours to meet organizational needs.

Additional Requirements

- Age at most 45 years
- Both males and females are allowed to apply
- Minimum 7 years' working experiences with strong skills and capacity in project /programme planning and management, donor liaison, fund raising from diversified donors.
- Development theories in general and practices by NGOs and other development agencies especially on Safeguarding, VAWC, Empowerment, Local governance and Environment issues.

Job Location

Dhaka/ Thakurgaon

Salary

- Tk. 60,000 to 70,000/- (Monthly). Salary will be negotiable in case of highly competent candidate.

Compensation & Other Benefits

- Festival Bonus 2(Yearly) & Boishakhi allowance, Provident Fund, Gratuity & others benefit as per organizational policy.

Job Source

Bdjobs.com Online Job Posting.

Read Before Apply

ESDO has a Safeguarding & PSEAH policy to protect its employees and beneficiaries and any kind of discrimination, harassment, and abuse falls under ESDO “ZERO TOLERANCE” Policy. All employees are expected to abide by the PSEAH, Child Protection, Safeguarding, and Gender policy of ESDO.

ESDO does not tolerate any child & youth abuse. So, if you have any history of child & youth abuse in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

ESDO does not tolerate any Safeguarding abuse. So if you have any history of gender abuse in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

ESDO does not tolerate any kind of extremism/terrorism. So if you have any history of extremism/terrorism in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

ESDO does not tolerate any corruption. So if you have any history of corruption in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

*Photograph must be enclosed with the resume.

Apply Procedure

Interested candidates are requested to submit their resume with cover letter along with recent 02 copy of Passport size Photo, photocopy of all academic and experience certificates, NID card /Citizenship certificate including mentioning two references with email on CVs. Applications should reach within 03/10/2024 by post or Currier or hand to hand delivery to: Head of HR, Human Resources Department, Eco-Social Development Organization (ESDO), Collegepara (Gobindanagar), Thakurgaon-5100, Bangladesh. Applications should be submitted within 03/10/2024 by 5.00PM.

Only shortlisted applicants will be contacted and called for interview.

Equal opportunity, promoting women & children rights is mandate of ESDO.

Application Deadline: 03 October 2024

Published On: 21 September 2024

Company Information

Eco-Social Development Organization (ESDO) Address: Collegepara (Gobindanagar), Thakurgaon-5100 Bangladesh