

22 February 2021

DIRECTOR FUND RAISING ASPIRE ACTION TRUST

Aspire Circle is a brand name for Aspire Action Trust, which is a Trust. The Trust was formed in 2009 and has registration under Section 12AA and 80G of the Indian Income Tax Act 1961. Aspire Circle (www.aspirecircle.org), a not-for-profit initiative with a distinguished group of Trustees & Governors, which offers Fellowships to social leaders (CSR Heads, Foundation Heads, Impact Investors, Impact Entrepreneurs, NGO Heads) to become more enlightened leaders. Aspire Circle today has over 200 Fellows across 9 cohorts, including pre-eminent leaders from India's social sector.

Aspire Circle Director-Fund Raising Role & Responsibilities

The Director- Fund Raising must be mission-minded, self-starter and determined executive. S/he will ideally be between 35-45 years of age, with >10 years' experience, at an inflexion point in her/his life, and, be used to and prepared for a startup experience. S/he may or may not have any prior Social Impact or Development sector experience. S/he will receive a market-based compensation including a variable component in the company. S/he could be a person retuning to workforce after a hiatus or a former corporate leader anticipating a move to the social sector or in exceptional cases, even someone who just retired and wants to keep contributing to the nation and the society. S/he will help the Trustees to raise funds, and, create truly, deep-impact initiatives. S/he must will ideally be based in Gurgaon and ready to start before end-February 2021.

The key responsibilities of the Director- Fund Raising will include but not be limited to the following:

- Organize activities to raise funds or otherwise solicit and gather monetary donations or other gifts for Aspire Circle.
- Lead the development and implementation of a 3-year fundraising strategy that underpins strategic goals to accelerate income growth in a sustainable manner across a diverse range of income streams and embed a culture of fundraising across the organization
- Lead the development and implementation of a 3-year fundraising plan, which includes key activities, areas of required investment, KPIs and milestones as well as the projected growth of fundraising income .
- Manage an effective fundraising to deliver fundraising income meeting set targets
- Lead the management of grant and trust income program, and ensuring production of effective, high quality proposals and reports.
- Lead the new individual giving development plan for 2021 which includes recruitment and development of new donors
- Lead on development of new funding streams
- Produce cost-effective budgets to achieve action plans
- Develop and maintain income and expenditure tracking and evaluation systems
- Ensure the Fundraising Department is kept within budget
- Work closely with the Trustees to provide leadership to the organization as a whole
- Grow income from events and manage key relationships with committee members
- Lead the annual fundraising planning process to produce effective strategies to achieve income targets across the range of revenue streams;
- Lead the development of any long-term strategy to achieve agreed long term organizational goals, Identify new potential income streams and produce strategies to access these funds

- Establish a range of new income streams, with a particular emphasis on the application of digital technology e.g. the use of Crowdfunding, as the basis for establishing a more diverse range of income.
- Through the development of supporter journeys, the development of networks and appropriate propositions and the establishment of a calendar of major donor events, to establish a portfolio of mid and major donors that provide a sustainable source of income and donations in-kind to the charity

Qualifications:

As a start-up in a new sector, the Director-Fund Raising should be flexible and adaptable to emerging realities and trends- the above products may change a lot with the market developments. S/he must therefore possess the following qualifications:

- Post Graduate Degree in Business or Social Development
- Minimum of 10 years' experience with the last 3 years in a similar role
- Detailed-orientation with ability to build new systems, policies and procedures
- Strong English-level communication skills (written and verbal)
- Revenue orientation and established track record of performance Interested candidates must write to:

Apply in confidence with your latest CV to suchitra.marwah@aspireindia.org by 28 February 2021.