

## **Vacancy Announcement**

### **Fundraising and Donor Relations Manager**

**Terms:** 100%

**Location:** Flexible with international travel

#### **Summary**

NALA is seeking a highly motivated and experienced Fundraising and Donor Relations Manager to drive our fundraising strategy, cultivate relationships with key donors, expand and diversify NALA's income sources. The ideal candidate will have a strong interpersonal skills, and a track record in fundraising, grant writing, or marketing, with a passion for global health and development.

#### **About NALA**

NALA is an internationally recognized expert in the fight to eliminate neglected tropical diseases (NTDs). NTDs impact more than 1.5 billion people worldwide, disproportionately affecting rural and high-poverty populations with limited access to clean water and sanitation. Our innovative, community-based solutions have led to a sustainable reduction in disease burden in project areas. We complement drug administration campaigns with a focus on behavioral change, community capacity building, and increased access to water, sanitation, and hygiene (WASH).

#### **Key Responsibilities**

##### 1. Fundraising Strategy and Implementation

- Adapt and implement a comprehensive fundraising plan aligned with NALA's strategic goals.
- Identify new funding opportunities, including grants, corporate partnerships, and individual donors.
- Lead proposal writing efforts for institutional donors, government agencies, and philanthropic foundations.

##### 2. Donor Relations and Stewardship

- Cultivate and maintain relationships with donors, ensuring regular engagement and updates.
- Manage donor reporting requirements, writing and editing high-quality impact reports.
- Organize donor site visits and events to strengthen relationships and showcase NALA's work.
- Manage donor relationship process through corporate CRM system.



### 3. Grant and Contract Management

- Track grant opportunities and oversee the submission process, ensuring compliance with donor requirements.
- Monitor grant performance and financial reporting in collaboration with the finance team.
- Represent the organization at international conferences, networking events, and meetings.
- Work closely with NALA's leadership team to align fundraising efforts with organizational priorities.

### **Competencies**

- Resilient and results-driven, with the determination to overcome challenges and achieve ambitious fundraising goals.
- Strong interpersonal skills, with the ability to build and maintain relationships with high-level donors.
- Proven track record in fundraising and grant writing, with a history of securing grants and donations of at least 50,000 USD each.
- Excellent written and verbal communication skills in English.
- Strategic thinker with the ability to identify and leverage fundraising opportunities.
- Ability to work independently while collaborating effectively with a global team.

### **Qualifications**

- Bachelor's or Master's degree in a relevant field (e.g., international development, nonprofit management, public health, or business administration).
- At least 5 years of experience in fundraising, donor/investor relations, or grant management.
- Experience working with international donors, foundations, and corporate partners.
- Familiarity with global health, NTDs, or WASH sectors is an advantage.
- Proficiency in CRM and donor management systems.
- Native English speaker is an advantage.

### **Application Process**

Interested candidates are invited to send their CVs and names of 3 potential references to [hr@nalafoundation.org](mailto:hr@nalafoundation.org) by April 15th, 2025. Please include the following text in the subject line: 'Fundraising and Donor Relations Manager'.

Shortlisted candidates will be invited for an exam and an interview.

