

Fundraising Officer

Africa Volunteer Corps is hiring a Fundraising Officer to be in charge of raising funds, including individual donor contributions, major donor contributions, and foundation grants. AVC is looking for a creative and detail-oriented thinker. We are looking for someone with an imagination who can think long-term, while also being detail-oriented in planning, implementing, and managing projects.

As the Fundraising Officer, you will be in charge of fundraising planning, including reaching out to potential donors, building relationships with donors, and planning campaigns. You may also work on planning events. You will work closely with the Founding Co-Director, M&C Officer, Board, and interns to design marketing and donor relations strategies, plan and implement campaigns, and coordinate fundraising efforts. In addition to planning and ideation, you must be able to manage projects and the teams of people working on them.

Who we are

Africa Volunteer Corps' mission is to nurture a generation of African leaders dedicated to strengthening homegrown development by providing opportunities for practical training and job placement. The overarching goal of Africa Volunteer Corps is to harness the power of motivated, educated Africans and put it to use for locally-initiated development projects in Africa, opening doors for Africans to leverage their own resources and strengthening grassroots development efforts. Creating a springboard for leaders and bolstering ground-up social change efforts, we position Africans to drive development on their own continent.

Why this is a great opportunity

The Fundraising Officer will have the opportunity help an innovative organization grow and scale. You will be getting in on the ground floor of a young organization with big dreams, and the work you do will be integral to the change we seek to create. You have an opportunity to take a leading role in shaping the future of the organization as well as the future of Africa. The ideal candidate is self-directed and well-organized, has excellent time-management skills and is able to thrive in a start-up environment, which involves some risk taking and much learning as we go. We are seeking a person who wants to shift the paradigm, who wants an ownership stake in this movement to create massive change.

Role and Responsibilities:

Responsibilities of the Fundraising Officer include but are not limited to:

- Planning the fundraising strategy of the organization
- Identifying and applying for grants from institutional funders
- Identifying possible partners and building relationships within the social sector
- Identifying and building relationships for corporate funding and sponsorship

Identifying and building relationships with Major Donor prospects
Working with Marketing and Communications Officer on donor relations

Must have

Knowledge of and experience with fundraising, including grant research and writing
Experience with Africa and international development
Ability for both big-picture thinking and detail-oriented thinking
Ability to thrive in a start-up environment
Ability to work on multiple projects simultaneously
Ability to work independently and with a team
Ability to manage people and to delegate
A fire in your belly to create big change in the world
Resourcefulness
A no-matter-what attitude and an ability to overcome challenges
Ability and desire to blaze a trail and think beyond business-as-usual
A sense of humor
Strong writing and verbal communication skills
Fluency in written and spoken English
Written or spoken Swahili a plus

To apply, please send a resume or CV and cover letter to caitlin@africavolunteercorps.org with the subject "Fundraising Officer - First name LAST NAME". The deadline for application is April 15th. We will set up interviews on a rolling basis.