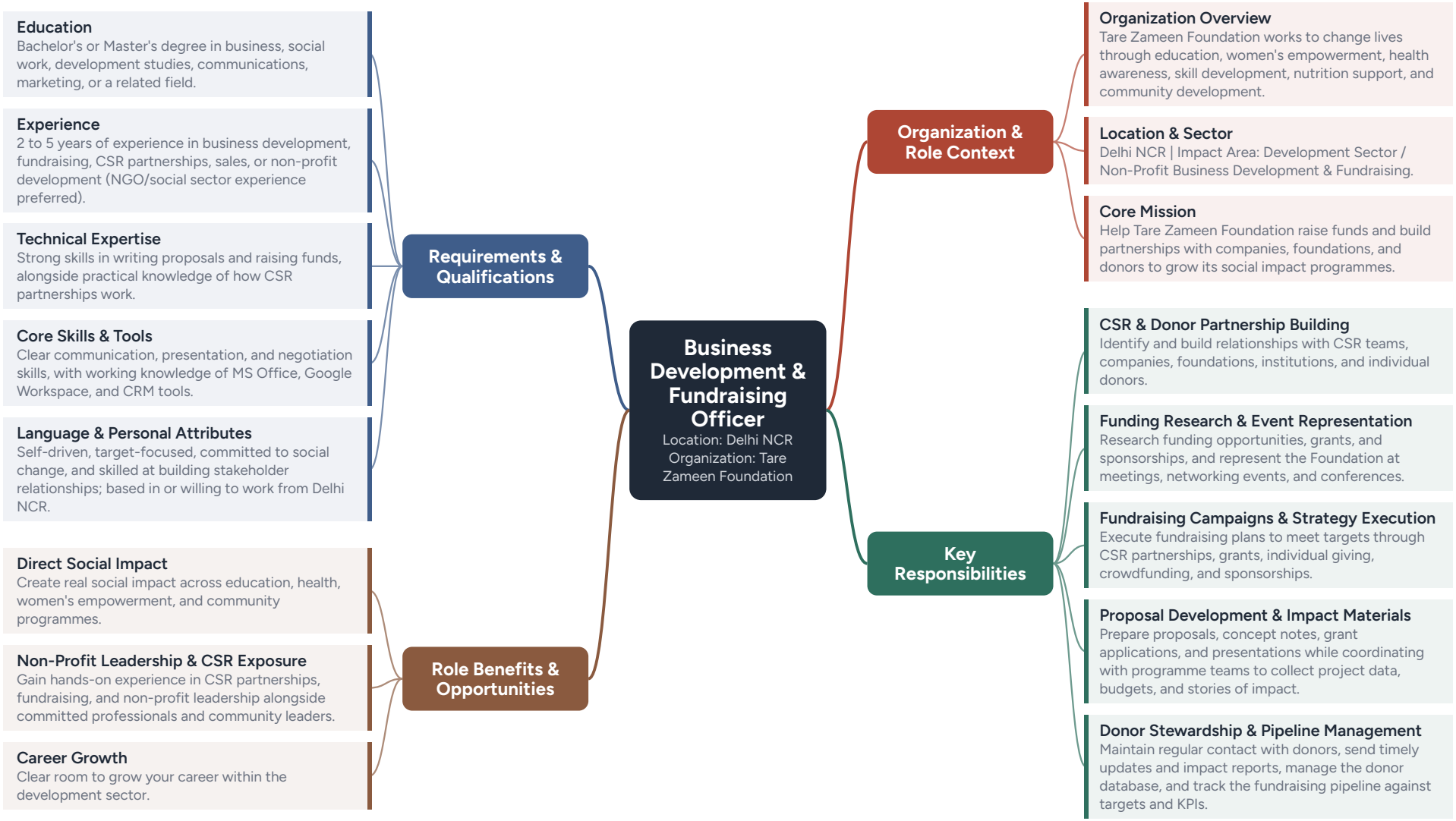
Tare Zameen Foundation

Business Development & Fundraising Officer in Delhi | Tare Zameen Foundation

Delhi, Delhi · full-time · mid level · Competitive

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Skills this role needs

- Fundraising and resource mobilisation
- CSR partnership development
- Proposal and grant writing
- Donor relationship management
- CRM and fundraising reporting

Job description

Tare Zameen Foundation

Tare Zameen Foundation works to change lives through education, women's empowerment, health awareness, skill development, nutrition support and community development. It works with companies, CSR (Corporate Social Responsibility) partners, foundations, institutions, donors and volunteers to create change that lasts. Its programmes reach families and communities who need support to learn, stay healthy and earn a living.

Role

The Business Development & Fundraising Officer will help Tare Zameen Foundation raise the money and build the partnerships it needs to grow its programmes. You will find and build relationships with companies, foundations and donors, write proposals, run fundraising campaigns and keep partners updated on the difference their support makes. This is a full-time role based in Delhi NCR (National Capital Region), reporting to the Team Leader.

Responsibilities

- Identify and build partnerships with CSR teams, companies, foundations, institutions and individual donors.
- Research funding opportunities, grants and sponsorships, and represent the Foundation at meetings, networking events and conferences.
- Carry out fundraising plans to meet funding targets through CSR partnerships, grants, individual giving, crowdfunding and sponsorships.
- Prepare proposals, concept notes, grant applications, presentations and other materials for donors.
- Coordinate with programme teams to collect project data, budgets and stories of impact.
- Support online and offline fundraising campaigns.
- Maintain regular contact with donors, and send thank-you notes, updates and impact reports on time.
- Manage the donor and partner database, track proposals and the fundraising pipeline, and prepare regular reports on progress against targets and KPIs (key performance indicators).

Requirements

- A bachelor's or master's degree in business, social work, development studies, communications, marketing or a related field.
- 2-5 years of experience in business development, fundraising, CSR partnerships, sales or nonprofit development, with NGO (non-governmental organisation) or social sector experience as an added advantage.
- Strong skills in writing proposals and raising funds, along with knowledge of how CSR partnerships work.
- Clear communication, presentation and negotiation skills.
- Ability to build and keep good relationships with partners and other stakeholders.
- Good working knowledge of MS Office, Google Workspace and CRM (customer relationship management) tools.
- Self-driven, target-focused and committed to social change.
- Based in or willing to work from Delhi NCR.

Benefits

- Create real social impact across education, health and community programmes.
- Work alongside committed professionals and community leaders.
- Gain hands-on experience in CSR partnerships, fundraising and nonprofit leadership.
- Room to grow your career in the development sector.

Apply

Check your fit for the role and receive the apply link in your mailbox

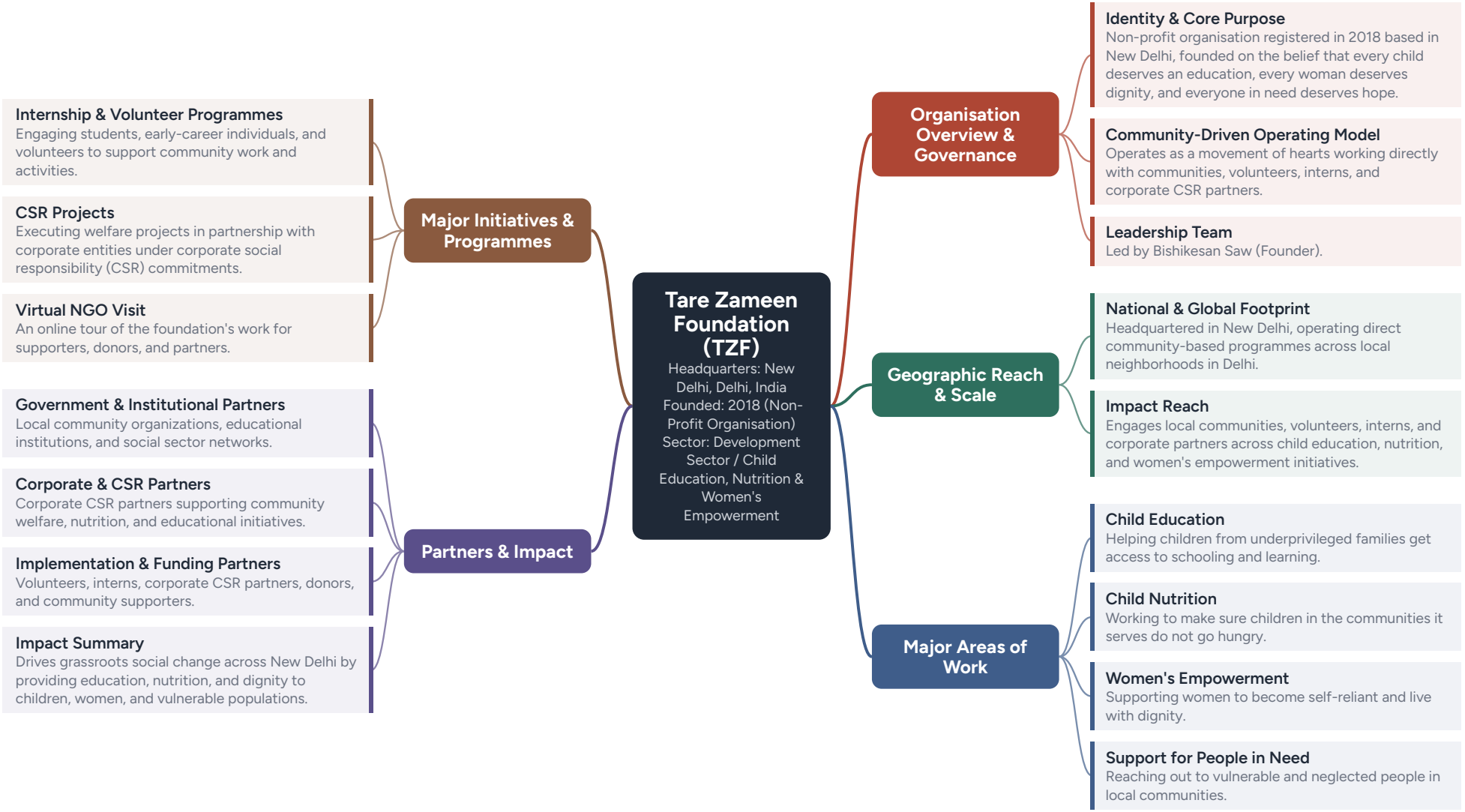
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About the organisation

Tare Zameen Foundation

Child Education and Women's Empowerment

tarezameenfoundation.org ↗
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About Tare Zameen Foundation

Tare Zameen Foundation (TZF) is a non-profit organisation registered in 2018 and based in New Delhi. It was founded by Bishikesan Saw. He says the foundation grew out of his mother's wish to help women stand on their own feet, to make sure no child goes hungry or without schooling, and to help people in need. The foundation says it believes every child deserves an education, every woman deserves dignity and everyone in need deserves hope. It calls its work "a movement of hearts" rather than charity. It works with volunteers, interns and corporate CSR partners

> *Headquarters: New Delhi, Delhi, India*

Major Areas of Work

- Child education: Helping children from underprivileged families get access to schooling and learning.
- Child nutrition: Working to make sure children in the communities it serves do not go hungry.
- Women's empowerment: Supporting women to become self-reliant and live with dignity.
- Support for people in need: Reaching out to vulnerable and neglected people in its communities.

Major Initiatives and Programmes

- Internship programme: Gives students and early-career people hands-on placements in the foundation's work.
- Volunteer programme: Brings in individual volunteers to support its activities.
- CSR projects: Projects run with corporate partners under their corporate social responsibility (CSR) commitments.
- Virtual NGO visit: An online tour of the foundation's work for supporters, donors and partners.

Leadership

- Bishikesan Saw, Founder

Tare Zameen Foundation is a small organisation in Delhi working directly with communities. Staff work close to the founder and see the work first-hand, across education, nutrition and women's empowerment. The foundation runs internships, volunteer roles and CSR projects, so the work also covers volunteer coordination, partnerships and fundraising. It suits people early in their careers who want broad, practical experience in community work in Delhi rather than a narrow specialist role.

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