

ADVERTISEMENT FOR Programme Manager: Fundraising and Communication

TISS/Advnt./Prayas/July 2020

29th July 2020

About Prayas

Prayas is a field action project of TISS working for the past 30 years to offer legal and rehabilitation services to persons from resource poor communities, who get processed within the criminal justice system, or those at the margins of crime, victimization or destitution. A field action project of Tata Institute of Social Sciences, Prayas' work is built on the conviction of the need to promote protection of legal rights, humanization of the justice system, and assertion of rehabilitation as a right of individuals and communities. With strong underpinnings in the science and principles of Social Work, the Prayas team addresses the reintegration needs across the spectrum of:

- ❖ Individuals – those who are incarcerated as well as those who represent the system (police, prison authorities, judiciary, etc.);
- ❖ Families and children of incarcerated persons;
- ❖ State machinery; and
- ❖ Ecosystem players (communities, civil society organizations, donors).

Prayas's work is headquartered in Mumbai with its work is built around prisons and institutions in Mumbai, Thane, Kalyan, Navi Mumbai, Latur, Solapur, Bharuch and Narmada.

Program Manager: Fundraising and Communication

We are keen to hire a dynamic professional with experience in non-profit fundraising and communication.

The candidate will work with the senior leadership of the organization to:

- Implement Prayas's 3-year sustainability and resource mobilization strategy
- Manage a team with systems and tools to achieve Prayas's sustainability and communications goals
- Enhance Prayas's visibility with donors, media and other stakeholders across Indian and global platforms

The Key Responsibilities of this role will entail

- Implementing the 3 year fundraising and communication strategy of Prayas with a small team
- Diversifying Prayas's donor base
- Lead research and review of RFPs to generate prospective funders for Prayas
- Ensuring excellent and timely submission of proposals
- Managing high quality donor relationship and communication
- Overseeing MIS creation, management and use
- Increasing Prayas's visibility in the donor and media worlds, strengthening its digital and social media voice
- Driving effective on-line and off-line fundraising and visibility-generating events
- Monitor progress of all fundraising and communication efforts

Qualifications

- Minimum Post Graduation in Social Sciences or Management or Social Work.

Interested candidates should have:

- Minimum 5 years of experience in non-profit fundraising and communications with experience of engaging with Indian and international donors and CSR community
- Existing networks and connections with Indian and international donor and CSR communities

- Knowledge and experience of report writing, donor communication, event planning and management
- Ability to drive MIS and other Knowledge Management Systems
- Excellent communication and storytelling skills with enthusiasm for building an organization's digital voice and presence

The above qualifications can be relaxed for the right candidate.

The selected candidate would be paid a consolidated salary between INR 65000/- to 75000/- pm, depending on the qualifications and experience of the person.

The **Term for the appointment** would be for 8 months starting from 10st August 2020 to 10th March 2021 and will be extended on the bases of requirements.

Interested candidate can apply by writing to “**prayas@tiss.edu**” on and before 10th August 2020.

Project Leader