

Institutional Fundraiser

Wedu is a gender equity organisation that nurtures and invests in women's purposeful leadership journeys and mobilises catalytic allies and communities towards a feminist future.

Since 2012, Wedu has strengthened and sustained the unique leadership journeys of over 3,700 women from 29 countries across Asia by facilitating long-term mentorship, delivering leadership development training, convening support communities, and funding continuing education through Income Sharing Agreements. These women are inspiring individuals committed to changing the status quo and we believe this community of leaders- supported by gender equity allies around the world- has the power to achieve large-scale change.

This is an exciting time to join Wedu. After celebrating our first decade of impact in 2022, we've recently undertaken a strategic planning process to shape our next decade and are looking for highly motivated people who are innovative and thoughtful in their approach to getting things done and have a demonstrated passion for gender equity to join our remote-first team.

Wedu has been featured in:



The New York Times



WORLD
ECONOMIC
FORUM



FT FINANCIAL
TIMES

Your role

We are looking for an experienced fundraiser with a proven track record in resource mobilisation to contribute to Wedu's fundraising goals by diversifying, growing and sustaining income from institutional, corporate and governmental funding sources. This person will build a robust prospect pipeline, attracting funders to resource Wedu's new strategic plan, and work closely with Program Leads to compose and submit compelling funding applications. Reporting to the Executive Director, the Institutional Fundraiser will mobilise funding for Wedu's strategic priorities by identifying, securing, and cultivating enduring partnerships in support of the organisation's annual fundraising target of USD 1M.

This person must be a talented writer, adept at explaining and promoting our work's importance to a variety of audiences. They will be able to identify and implement new funding streams, successfully apply for grants, and manage Wedu's institutional fundraising and stewarding activities. They will bring a proven track record of maximising income from various sources, an ability to work independently, and a passion for advancing gender equity to this role.

This position within Wedu is an opportunity for an experienced fundraiser to work alongside a talented and dedicated team that shares a commitment to closing the gender leadership gap.

Responsibilities

Responsibilities cover donor prospecting, developing concept notes and full applications, and enhancing infrastructure for institutional fundraising activities at Wedu, and include:

- Develop and implement institutional fundraising strategies in support of Wedu's new strategic plan.
- Identify and research prospective mission-aligned donors, including foundations, trusts, and corporations with whom we could build multi-year partnerships around Wedu's strategic priorities.
- Manage the development database, regularly updating it and accurately recording information including funder criteria; submission dates of grants, LOIs/concept notes, reporting deadlines, and next steps.
- Spot new fundraising opportunities for developing existing or new services and organisational capacity and independently build a strong pipeline of new funders.
- Develop, write and submit high-quality funding applications (including LOIs, concept notes, and full grant proposals) using and improving existing grant templates. Grants will be sent for final review to the Executive Director.
- Lead donor relationship management, working with Program Leads to ensure donor satisfaction and retention, and cultivate strong and enduring partnerships.
- Create an annual calendar and work plan with clear deadlines, and manage and monitor ongoing grant applications, keeping accurate records of performance and income generated.
- Work collaboratively across Wedu to strengthen the team's fundraising and networking capabilities through training and mentoring.

Requirements

- A proven track record of fundraising success- including writing successful fundraising bids and at least five years of experience growing partnerships and philanthropy income, preferably within a medium-sized organisation. Please be as specific as possible in your application with respect to your prior fundraising history.
- Evidenced experience producing high-quality written content and presenting compelling cases for support to a range of audiences.
- Knowledge of best practices in effective fundraising management, including sound knowledge of the Institute of Fundraising's Code of Fundraising Practice.
- Understanding of the gender equity landscape and the international development funding ecosystem (and other relevant areas).
- Outstanding communication skills with a thorough understanding of how to translate Wedu's activities and impact data into credible and convincing narratives for a wide range of audiences and criteria

- Excellent writing abilities in English language with strong attention to detail and high accuracy level of proofreading and editing
- Target-driven self-starter who takes a proactive approach to work
- Ability to prioritise own workload and manage time effectively in order to meet targets and deadlines
- Able to work in a cooperative, supportive manner within a small team
- Relevant tertiary-level qualification or equivalent industry experience
- Passionate about advancing gender equity and women's leadership

Organisational arrangements

This position is fully remote and comes with a two-year, extendable contract. We do not have a preference for your location; we only ask that you make yourself available for periodic calls with Wedu's team who are primarily based in UTC+7 during regular business hours and that you are able to connect with donors as needed.

This is a part-time position initially with a minimum commitment of 20 hours/week, and as soon as funding allows, it will become a full-time role with a job-share arrangement option. The position has a prorated remuneration of USD 30,000-40,000 per annum based on the candidate's experience and skill levels.

Apply now

Interested candidates are invited to apply through our [website](#), and we welcome applications from all nationalities and locations. Please include the following information in your cover letter: primary donors you've secured funds from (with the corresponding amounts in USD) and the total USD value of the largest successful funding application in which you were the sole/ lead grant writer.

We are looking to fill this position immediately and applications will be reviewed on a rolling basis. Due to the number of applications we receive, only shortlisted applicants will be contacted. If you experience any problems submitting the application, please email talent@weduglobal.org.

Wedu is committed to a culture of inclusive leadership and building an organisation representing the communities we serve. We celebrate the individual differences, life experiences, knowledge, self-expression, and talent that each person brings. In recruiting for our team, we welcome the unique contributions you can bring in terms of your education, opinions, culture, ancestry, ethnicity, race, sex, gender identity and expression, sexual orientation, age, religion, marital status, disability, and beliefs.