



## Associate of Development and Donor Relations

Imagine is seeking a mission-driven team member to support our efforts to solve the literacy and numeracy crisis for tens of millions of the most marginalized children in Sub-Saharan Africa. As an Associate of Development and Donor Relations, you will help develop our fundraising strategy, secure funding from major donors, and support the entire donor tracking, cultivation, management, and reporting process.

Imagine's mission is to empower millions of children across Sub-Saharan Africa with the literacy and numeracy skills they need to reach their full potential. We provide a tablet-based, personalized learning solution designed for the most challenging environments. Nine Randomized Controlled Trials across multiple countries/settings have shown dramatic learning gains, increased school attendance, and gender parity for <\$7 per child/year.

Our model is proven in Malawi, where a national expansion will reach all primary schools by 2029 (3.8mm students/year). We've demonstrated how targeted philanthropy can catalyze government-sustained national scale by closing infrastructure and capacity gaps, reducing costs, and unlocking development aid. We are now focused on replicating our success in other countries to transform primary education systems and empower 10mm+ children with life-changing literacy and numeracy skills.

In close partnership with the Director of Fundraising and Business Development, this position will build upon a strong financial footing and base of individual, institutional, and multilateral funders to attract and retain the support needed to replicate our program.

### **What you will do in partnership with a small supporting team:**

- Work in close partnership with the Director of Fundraising and Business Development and the Co-CEOs to design and implement a comprehensive fundraising strategy to drive scale in collaboration with our government partners
- Help to foster strong, long-term relationships with a portfolio of foundations, high-net-worth and multilateral funders understanding their priorities and aligning them with our mission
- Lead in the creation of compelling investment materials, grant proposals, presentations, and funder reports, coordinating with the Director of Communications to align messaging and brand assets

- Tightly manage a fundraising and reporting calendar to ensure the team works against defined timelines and goals and ensures that all donor communications are of the highest quality possible
- Collaborate with the Director of Fundraising and Business Development and finance leads to develop and track fundraising goals
- Conduct due diligence
- Manage Salesforce platform as well as fundraising channels and projects on Slack and Asana
- Become a knowledgeable ambassador for Imagine Worldwide with an understanding of the context, trends, and key players in the broader international and tech-enabled education field (e.g., EdTech, autonomous learning, AI, international education, innovation in education)
- Envision and pursue creative ways to engage and educate a broad set of major donors through greater exposure to our program such as donor trips, creation of specific fundraising campaigns, use of innovative funding vehicles, and leveraging of matching structures like the Global Partnership for Education's multiplier
- Explore use of AI to enhance productivity and efficiency of operations

#### **Who you are:**

- You have a strong mission alignment with Imagine and thrive in a multicultural organization that values equity, humility, respect, flexibility, tenacity, collaboration, urgency and accountability, and above all, putting kids first.
- An exceptional writer, storyteller, and communicator. You are skilled in analyzing, breaking down, and communicating complex ideas in ways that inspire others to action. You create high-quality and compelling materials that clearly articulate the “why” behind an organization’s mission and impact. Extensive grant writing/reporting and collateral production experience is required.
- You have experience crafting persuasive proposals and presentations that resonate with high-net-worth individuals, foundations, and multilateral aid organizations.
- A tech-savvy and highly organized project manager. You are experienced in leading multiple projects with tight deadlines. You are skilled at building processes and systems, and strategically use limited resources to create the biggest impact.
- You are proficient in donor relationship management and utilize technology to track data for the full donor lifecycle.
- A self-starter with a results-oriented mindset and a passion for education equity.
- An action-oriented, resourceful, and collaborative team member. You thrive in a lean nonprofit setting with the ability to stay focused and nimble in the face of growth and change. You possess a “get it done” attitude, with the ability to drive innovation,

solve problems, and maintain a high degree of flexibility and creativity in a dynamic environment.

**Preferred:**

- 3+ years of fundraising experience
- Certified Grant Writer designation
- International experience
- Personal connection to the countries and communities we serve

**Compensation & Benefits**

Salary is competitive and commensurate with experience.

**Location and Reporting**

The Associate of Development and Donor Relations can be based in the US, Europe or West Africa. The Associate will report to Imagine's Director of Fundraising and Business Development based in Brooklyn, New York.

**How to Apply**

Please submit a resume and cover letter to Kristen Stipe at [careers@imagineworldwide.org](mailto:careers@imagineworldwide.org). In the subject line of your email, please write "Your Name: Associate of Development and Donor Relations."

Details on Imagine's operations, countries reached, leadership and funders can be found at [www.imagineworldwide.org](http://www.imagineworldwide.org)

Imagine is a virtual organization.

Imagine Worldwide is proud to be an equal opportunity employer. All applicants will be considered for employment without attention to race, colour, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.