

VISION 2020: The Right to Sight – INDIA

Resource Mobilization Officer Recruitment (Re-advertisement)

Note: Candidates who have applied before need not apply again

Position	:	Resource Mobilization Officer
Location	:	New Delhi
Reporting to	:	Executive Director , VISION 2020 INDIA
Functional Reporting	:	Team Leader: Resource Mobilisation & Sustainability Strategic Area
Peer relationship	:	Program Manager & Executive (Finance & Admin)
Scope of work	:	National

Important Dates:

Last date to apply	:	July 15 th 2010
Interview	:	First week of August
Apply to:		raieshnoah@vision2020india.org

VISION 2020: The Right to Sight – INDIA (www.vision2020india.org) works through its member organization to eliminate avoidable blindness from India.

We need a dynamic team player to focus on the Resource Mobilisation aspects of our operations.

Our selected candidate will have the following characteristics:

1. Post Graduate degree in Public Relations / Mass Communication / Marketing
2. A minimum of two years experience in Fundraising for not-for-profit sector is a must
3. Experience in proposal writing
4. Knowledge of fundraising & donor reporting
5. Excellent communication and interpersonal skills
6. Excellent networking skills
7. A go-getter, target oriented, self-reliant team player & willing to take responsibility for allocated tasks

The Resource Mobilisation Officer (RMO), working under the functional guidance of the Team Leader - Technical Advisory Group of Strategic Area “Resource Mobilization & Sustainability” will be responsible for producing the following results:

1. Build upon and update the existing Resource Mobilization Plan (RMP) for the organization.
2. Designing, planning and executing effective / innovative fundraising strategies that are low in investment and high in returns.
3. Conceptualize and draft appropriate campaign, materials and funder proposals in consultation with program team.
4. Fund raising from individuals, corporate houses, charitable foundations, Indian and foreign donor agencies, Embassies or government agencies.
5. Initiate and maintain relationships with Corporates
6. Build and maintain relationships with media personnel across various media platforms.
7. Conduct relevant site-visits, learning events, workshops and discussions for the team to help understand resource mobilization, international developments, etc.
8. Maintain up-to-date and accurate contact databases for all contacts including donors, funders, corporate, media etc.

9. Networking with NGOs, INGOs, and organizations working in the similar fields, local officials, government authorities and media.
- Travel as per requirement of the assignment, which will include periodic visits to Pune to develop work plans under the guidance of the Team Leader.
 - Work closely with the Program and Finance Point Persons at the New Delhi Secretariat.

Remuneration : Consolidated salary up to Rs. 25,000 (Twenty Five Thousand) per month for the right candidate (Based on qualification & experience)

VISION 2020 INDIA is a secular and an equal opportunity employer and encourages female candidates to apply for this position.

Shortlisted candidates only would be contacted for the next stage of recruitment process.

Please submit your detailed CV along with a 500 word write up to **Convince us why you think you are suitable** for this role?
