

India HIV/AIDS Alliance

invites talented professionals to consider joining our team

Associate/Sr. Associate: Corporate Outreach

End AIDS India Fundraising Campaign

(Full-time)

(Location – New Delhi)

Introduction:

India is home to the world 3rd largest population suffering from HIV/AIDS with approximately over 2.1 million people suffering from this disease. Over the last decade a lot has been done by the government, NGO's and many agencies due to which the disease has been controlled to some extent. However in the current years International funds for India's National AIDS Control Programme have dried up severely, posing a serious threat of recurrence of new HIV cases. Due to current situations it has become even more important to focus on resource mobilization to reach fellow Indians and urge them to stand with the affected population.

End AIDS India is a campaign by Alliance India to create awareness and mobilise resources to fund HIV response programme in India to accelerate the response to the HIV epidemic in India. It aims for an India with zero new IV infections, zero AIDS related deaths, zero stigma and discrimination for people affected with HIV. For more information access our website www.endaidsindia.org

Founded in 1999, Alliance India is a non-governmental organisation operating in partnership with civil society, government and communities to support sustained responses to HIV in India that protect rights and improve health. Complementing the Indian national programme, we build capacity, provide technical support and advocate to strengthen the delivery of effective, innovative, community-based HIV programmes to vulnerable populations affected by the epidemic. For more information access our website www.allianceindia.org

Summary of responsibilities:

The position will work as part of Alliance India's End AIDS India Campaign and will support effective coordination with the third party agencies who manages the fundraising for collection of donation payments from various donors (public and non-institutional), internal retention unit and facilitate donor support activities including various donor fulfilment activities.

Key Responsibilities:

- Responsible to explore possible outreach initiatives with corporate, SME, online donor platforms & PSU sector (CSR, CRM & Employee Engagements)
- To generate appointments for senior member teams for SME/Corp donors
- Maintain database of corporates and institutions
- Writing quality proposals in coordination with rest of the team with a winning proposition
- Research the CSR space (Donor Mapping), lead generation from existing HNI donors and keep updated on compliances for CSR
- Support pan-India fundraising activities (donor visits, face to face meetings, stalls, mall events, corporate meetings, etc) by reaching to existing donor base to achieve set goals
- Undertake other responsibilities not outlined above which complement the activities of team and provide support as required and agreed with the line manager.

Essential requirements:

- Ability to work effectively in teams as well as independently.
- Strong commitment to HIV/AIDS and sexual and reproductive health and rights.
- Excellent writing and verbal communication skills in English and Hindi
- Experience of proposal and report writing
- Experience in MS Office mainly WORD, EXCEL & PPT
- Open to travel within city and outstation

Desirable qualities/experience/skills:

- Post-Graduation/Graduation in any stream with 4 to 6 years experience in the sector.

- Prior experience in fundraising operations activities in the development sector and/or experience in banking/ retail sector/Telecom

Vital Needs:

- Sensitive heart, empathetic humane & passionate to contribute to a healthier India
- Strong connect and experience working in CSR space
- Excellent proposal development skills
- Communication skills to connect with people
- Committed to getting something done every day, a never say die attitude
- Resourceful
- Learning attitude

The position requires a strong commitment to HIV/AIDS and sexual and reproductive health and NGO activities in India, and a strong interest in and understanding the relevant issues.

***Alliance India** is an equal opportunity employer. Applications are welcomed and encouraged from people most affected and living with HIV.*

*As a matter of policy, **Alliance India** operates rigorous recruitment and selection procedures and checks.*

Compensation package will commensurate with qualification and experience and will be in line with salary package of similar positions in the industry. Interested candidates meeting the above criteria are requested to submit their application along with a covering note to recruit@allianceindia.org before the closing date. Please indicate the title of the post applied for on the subject line of your e-mail.

India HIV/AIDS Alliance

6 Community Centre, Zamrudpur, Kailash Colony Extension, New Delhi – 110 048

Tel: (011) 4536 7700

Email: recruit@allianceindia.org

Website: www.allianceindia.org

Closing date for receipt of complete applications: 20th January 2022

Due to the urgency of the position, interviews may be scheduled even before the closure of advertisement. Hence, interested candidates are encouraged to apply at the earliest.

Please note that we will not be able to notify all applicants. Only short listed candidates will be notified about the interview date.