

**Job Title:** Outreach Manager

**Reports to:** Communications Director

**Hours:** Full Time (40 hours per week)

**Location:** London

**About the Organisation:**

At Al-Ayn, we are committed to ensuring that every orphaned child living in poverty has access to the tools and opportunities they need to overcome their difficult experiences. We believe that when a child fulfils their potential, their own future is transformed as well as their families', their communities', and society's at large. In order to achieve that, we are led by our core values of transparency, dignity and empowerment.

**Key Responsibilities:**

- Developing a strategy for cultivating key donor relationships.
- Developing a strategy for fundraisers/ reps internationally.
- Developing a reporting process on the progress and achievements of fundraisers.
- Developing a process for acquiring new key donors and partnerships.
- Developing a programme of continuous professional development for philanthropy teams.
- Developing an outreach participations programme for member offices.
- Developing and implementing an offline fundraising strategy for member offices.
- Managing the philanthropy programme for international member offices of Al-Ayn.
- Working closely with the marketing team to implement the set fundraising strategy.
- Assisting international offices in creating impactful communications tailored to individuals, showcasing the tangible impact of their donations.
- Setting KPI's and monitoring the progress of philanthropy teams of member offices internationally.
- Site visits to member offices internationally to oversee fundraising operations.

**Education/Experience:**

- Experience in marketing/ sales.
- Fluent in English and Arabic.
- Experience in stakeholder management.
- Excellent in interpersonal and project management skills.
- Excellent in excel skills and experience with using CRM systems such as Salesforce.
- Experience in the voluntary sector.

**Additional requirements:** Flexibility of working outside of working hours + International travel.