

TEACHFORUGANDA

Creating a movement of leaders to end educational inequity in Uganda

Job Title	Development and External Partnerships Manager (DEPM)
Reporting to	CEO
Duty Station	Kampala, Uganda
Travel required	Up to 50% Domestic and International travel

ABOUT TEACH FOR UGANDA

Teach For Uganda (TFU) is an independent, Not for-Profit-organization whose vision is to ensure that one day, all children in Uganda have access to high quality education. We exist to break the cycle of poverty by expanding educational opportunities to all children in Uganda. Our approach involves hiring promising university graduates and equipping them with teaching and leadership skills to effect change in underserved classrooms across the country in a 6 weeks training. After the training, fellows serve as fulltime teachers for two (2) years in high-need government primary schools across Uganda where they commit to working towards transforming the education outcomes of less-privileged children by significantly improving their achievements and aspirations. In the long term, TFU Alumni become part of a unique class of leaders, working in various sectors in our economy to expand educational opportunities for all children in Uganda. Our inaugural cohort of 16 fellows have been working as full-time teachers in 8 government primary schools in Luwero district. Our 2nd cohort of 23 fellows are now impacting learning and life outcomes of 20,000 rural and underprivileged children in Mayuge district in Eastern Uganda.

THE OPPORTUNITY

The DEPM will work closely with the CEO on setting and executing high-level development strategies. He/She will be responsible for the overall coordination of the planning, development, and management of the resource mobilization strategy and activities ensuring effective engagement of stakeholders in raising of resources for TFU, working towards a goal of mobilizing USD 3 Million to fund TFU operations over the next 3 years.

The successful candidate will:

1. Support the establishment of enabling partnerships and environment for an appropriate pathway to scale for TFU in Uganda. He/she will build on the team efforts to support the sustainable scaling of TFU program work by supporting the CEO and COO to develop and manage relationships across sectors locally and globally including with Private Sector, Foundations, bilateral and multilateral organizations and fundraise for resources required to support TFU in executing its mission of ensuring all children have access to high quality education.
2. Manage opportunity pipeline tracking planning based on donor mapping, strategic direction and areas of alignment prioritizing grant opportunities that are aligned with TFU strategic priorities.
3. Support the COO & CEO in creating uniquely tailored donor experiences in fundraising initiatives including but not limited to crowdfunding campaigns locally and internationally, corporate fundraiser events. He/She will be responsible for proposal writing, reporting and ensuring effective communication and follow up with our local and external partners.
4. Work closely with the Programs and communications team to develop compelling content to showcase our impact to our partners, and organize engaging site visits for partners to effectively share the impact of our work in real time.

WHO WE ARE LOOKING FOR

We are looking for someone who believes deeply in our vision/mission and is aligned to our Core Values: [Children First, Sense of Possibility, Constant Learning & Growth, Humility and Respect, and Team Work](#). These Core Values are a vital component of our organization's culture to ensure long-term sustainable success, and therefore we view them as an important component of the selection of new team members and Fellows. We are looking for a likeminded leader to grow with us and envision a Uganda where the education system guarantees all our children their right to a high-quality education and enables them to thrive in the fast-changing globally connected economies.

Other qualities include:

1. A critical thinker with strong writing skills. You have experience drafting successful proposals for funding. You can write thoroughly, yet simply, about complex topics. You have a sharp eye and can write about both broad themes and minute details.
2. Collaborative spirit. We want someone who actively listens and communicates. You connect easily with her/his team and gain their trust and respect. Who can work well across departments -- with executive team members, representatives of other Teach for All network partners, and organizational peers

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3. Resourcefulness. You're able to identify and initiate like-minded stakeholders for projects during proposal development as necessary. When presented with problems, you know where to go to find answers.
4. Project management skills. You can scope and track potential opportunities, organize proposal calendars, develop collaborative timelines and execute action plans.
5. Team player. You work well with others and enjoy seeing the impact of our work as a team.
6. Multitasks. You're able to juggle multiple tasks at once while 'staying calm and carrying on.' You think strategically, handle ambiguity and work well in a multicultural environment.

CORE FUNCTIONS:

1. Researching, cultivating, developing and maintaining partnerships (individual donors, private foundations and companies) with current donors and new prospects (40% of time):
 - In close collaboration with the CEO and COO ensure alignment and fulfillment of the complete relationship-building process, starting from potential donor identification and research through closing the deal and further stewardship.
 - Plan and execute a sequence of communications, actions, and events for each donor in the portfolio to ensure uniquely-tailored donor experiences.
 - Closely work with the CEO to cultivate relationship with private companies to solicit funds through their CSR (corporate social responsibility) both locally (in Uganda) and internationally.
 - Collect and synthesize relevant statistics, stories, and anecdotes from our fellows, teachers, children and communities for tailoring donor pitches and meeting materials for use in prospect meetings.
 - Developing pitches, strategies, plans, and compelling donor-related content to achieve goals for different donor segments.
 - Staying on top of fundraising trends, innovations, ideas and insight in the social enterprise space and crafting innovative strategies, insights and ideas that would sell the brand of TFU better and position us as a leading education development partner in Uganda and globally
2. Creating and maintaining effective donor management tools (30% of time), including the following:
 - Managing our database of donor stewardship and cultivation accounts, our funding tracker, and using them efficiently and effectively to ensure effective communication with all current and prospective donors. The management of the accounts includes being responsible for the full cycle of activities related to donor cultivation, starting from early outreach to finalizing partnerships, and ongoing communication to keep the current and potential donors engaged in and motivated by TFUs work. .
 - Draft donor reports, reach out to current and potential donors, analyze trends in donations, identifying gaps and devise means to mitigate those gaps
 - Coordinate the fundraising actions of the CEO, board members and other teams and employees to ensure quality communication with prospects and donors
3. Ensure financial health of the organization (30%)
 - With the CEO, prepare realistic, consistent and measurable annual development and partnerships budget with information detailing the amount necessary to meet the budget criteria. This budget must be submitted and approved by the CEO and COO.
 - Develop a strong and long-term fundraising and development strategy that enables TFU to position itself effectively within the public relations, marketing and communications spaces for game-changing social enterprises.
 - Support fiscal management that anticipates development and volunteer programs to operate within the approved budget, ensure maximum resource utilization, and maintenance of the organization in a positive financial position

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QUALIFICATIONS, SKILLS, AND EXPERIENCE

Qualifications

1. Minimum Bachelor's degree in International Development /Communications/ Marketing/ Economics/International Relations or related field
2. At least three (3) years of relevant work experience including progressively responsible experience working in non-profit fundraising or private partnership building, donor cultivation, marketing and other related fields.

Desirable knowledge and Skills

1. Excellent interpersonal, negotiation, networking and communication skills
2. Ability to engage with multilateral, bilateral, corporate and development partners.
3. Ability to lead dialogue, identify and analyse trends, opportunities, and challenges
4. Initiative taker, self-motivated and a commitment to continuously produce results focus on impact and results
5. Excellent writing skills
6. Demonstrated capacity to establish and maintain excellent relationships with key partners
7. Self-motivated, initiative taker and working towards achieving results
8. Understanding of development sector and best practices in international donor relations
9. Demonstrated knowledge of grants management, monitoring, assessments, and reviews
10. Excellent understanding of resource mobilisation strategies, cycles, and activities
11. Excellent leadership, coordination, and relationship building

JOB TYPE AND COMPENSATION

The above position will be for a period of 2 years, renewable depending on performance, and availability of funding. A competitive remuneration package will be offered commensurate with qualifications, skills and experience.

HOW TO APPLY

Please email your resume with 3 professional referees and a one-page cover letter to jobs@teachforuganda.org and CC: james@teachforuganda.org.

Please indicate the position applied for in the subject line of your email. Your cover letter should include why you are interested in Teach For Uganda, and why you're a perfect fit for the DEPM role. Only short-listed candidates will be contacted.