



CALL FOR EXPRESSIONS OF INTEREST Fund Development at CW4WAfghan

Deadline: Rolling

Type: Contract, part-time or deliverables-based, home-based/remote

Introduction

Canadian Women for Women in Afghanistan (CW4WAfghan), is a registered charity founded in 1998 and working to advance the right to education for women and girls in Afghanistan. We are a small, dynamic team in Canada with an all-hands-on-deck approach to problem solving, a participatory ethos, and a deep commitment to making quality education a reality for all women and girls. We are seeking creative, adaptable and team oriented fundraising professionals who are passionate about human rights, to join us at an exciting time in our organizational development. We will consider skilled fundraising professionals on contract for a range of different fund development functions in the organization, from strategy development to proposal writing to donor stewardship. A more detailed list of illustrative tasks is found below, and there is scope for the right candidate to grow into a role to match a diverse skills set. If you have the ability to generate and implement new ideas that deliver results, engage with and support a range of stakeholders and fundraising volunteers, and a desire to use your skills set to make the world a better place, please submit a CV and cover letter describing your qualifications, experience, and what they can contribute to our work.

About CW4WAfghan:

Canadian Women for Women in Afghanistan (CW4WAfghan) is a member-based, Canadian registered charity founded in 1998 to advance education for Afghan girls, women and their families, and to educate Canadians about human rights. We develop and deliver high quality education programs and resources in three areas: 1. Investing in Basic Education; 2. Community Literacy and Libraries; and 3. Technology for Education; and in Canada, through Public Engagement and Advocacy Programs. In Afghanistan, our programs establish school and community libraries, run literacy classes for women of all ages, undertake teacher education, refurbishing schools with science laboratory materials, operate a girls' school in Kabul, and more. In Afghanistan, our dynamic, talented team manages, implements and monitors our programs. In Canada, more than 2,000 members and a local chapter network are engaged as global citizens, raising awareness and funds to support our programs. CW4WAfghan members believe that as global citizens, working in a spirit of solidarity, each of us can affect positive change in the world through education and the promotion of human rights. The organization's mission is: *Canadians taking action, in partnership with Afghan women, towards improving conditions of human rights, ending women's oppression, and providing opportunities for Afghan women to live their lives with dignity, certainty and purpose.* To learn more about our programs, visit: www.cw4wafghan.ca

Role Description:

We are seeking skilled fundraising professionals with knowledge of the international development context to join our Canada-based team in flexible roles with lots of potential to grow further with the organization as we further develop and solidify our well diversified funding portfolio. Working with our staff team in Canada and Afghanistan, the board of directors, chapters and virtual volunteers, fund development contractors will support our work identifying and pursuing prospects, maintaining and developing existing donor relationships, exploring new modes of funding, and evolving our fund development approaches. Below are some of the key areas for which we seek support from contracted individuals:

Illustrative Fund Development Tasks:

- Develop and lead the strategy for the new fundraising campaign, Lantern Fund 2025

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CW4WAFGHAN NETWORK: CALGARY, HALTON, KINGSTON/C4WA, LONDON,
MANITOBA, OTTAWA, PETERBOROUGH, TORONTO, VANCOUVER, VICTORIA

- Develop strategies for CW4WAfghan's core programs
- Plan direct response campaigns
- Support CW4WAfghan chapters to plan and deliver effective fundraising
- CRM/Donor database management
- Conduct prospect research, identify new leads, and maintain and manage the organization's Prospects Chart
- Prepare funding requests and grant applications for renewed support and new requests
- Nurture and develop donor relationships, and lead stewardship activities for individual donors, including acknowledgement letters and donor recognition
- Develop CW4WAfghan's Planned giving, legacy gifts and In Honour gifts
- Recruit and orient new Fund Development volunteers and define volunteer tasks
- Coordinate preparation of reports to donors, and support communication with donors
- Plan and implement Breaking Bread campaign activities
- Plan 'Giving Tuesday' campaigns occasionally
- Lead the planning of a crowdfunding campaign
- Work with Communications Coordinator to write copy, update website and contribute content related to fund development to news bulletins as needed
- Lead CW4WAfghan's Social Enterprise Subcommittee

Qualifications:

Below are some of the qualifications we would value:

- A strong work ethic and quick learner
- Exceptional writing skills that can be put to use writing high quality funding requests (proposals, concept papers, LOIs) and experience writing proposals for projects that were funded
- International development experience
- Strong people skills, experience in cultivation, solicitation, and stewardship strategies and techniques, and ability to build effective relationships with prospective donors
- Research skills and aptitude for using data and evidence to communicate compellingly
- Ability to work to tight and competing deadlines, with demonstrated ability to take responsibility for projects and complete them in a timely manner
- Excellent organizational, interpersonal and networking skills
- Excellent communication skills, and the ability to distil complex projects and problems, into compelling stories that generate support for our work
- Ability to work independently, take initiative, and coordinate a variety of activities concurrently
- Proficiency in Microsoft Office Suite including Word, Excel, and PowerPoint

Preferred/helpful:

- Previous experience using a constituent management database, or donor management database
- Project design experience (e.g. theory of change, logic models, RBM), especially in the international development sector
- Awareness of education sector and current issues in education in developing countries
- Experience working with a multinational team both in person and remotely
- Experience working on shared drives such as GoogleDrive

To Apply:

Applications should include:

- A cover letter describing your interest in the position, and that tells us:
 - Which fund development tasks most suit/interest you
 - Your relevant qualifications
 - Availability (number of days a month)

Please note the cover letter should be in the body of the email, and not an attached document.

- Recommended: please include attachments or links to writing samples.
- Applicant's CV or resume

Please apply soon, as applications are considered as they are received, via email to:

Recruitment@CW4WAfghan.ca Compensation package inquiries by email welcome.