

Vacancy Note: Recruitment of Consultant – Face to Face Fundraising

Job Title : **Consultant – Face to Face Fundraising**
Reporting To : **Head of Individual Fundraising**
No. Of Vacancies : **2**
Location : **Delhi/NCR**

Railway Children India (RCI) is a section 8 company registered under the Companies Act 2013 (earlier section 25) in India, working for bringing sustainable changes in the lives of children living alone or at risk on the streets.

RCI endeavours to ensure that each child living or passing through the railway stations that our organisation works with, is offered a comprehensive recovery and reintegration programme which is rights based and ensures safety, well-being and permanence.

Job Purpose

The position is responsible for inspiring and securing one time and regular giving donors in a range of locations including streets, mall and events and private sites.

In this public facing role you will also be expected to uphold and promote the highest possible standards of Railway Children India's core values of Integrity, Bravery, Innovation and Effectiveness in all activities.

Key Responsibilities

- Positively engage with potential donors and motivate them to support RCI cause by donating on a one time and regular giving.
- Responsible to generate funds for Railway Children India from individual donors using different creative strategies, ideas, and concepts.
- Responsible for handling materials and forms and providing daily reports to the line manager.
- Responsible for managing and developing long term relationship with the individual donor and upgrading him/her up in the donor pyramid.
- Ensure you possess relevant collaterals/resources to carry out your role
- Ability to work in tight deadlines through acquisition of new donors from one time and regular giving donors.
- Treat all details obtained from donors as confidential and in a safe and secure manner
- Develop an understanding of Railway Children India's campaigns.
- Explain RCI's campaigns to potential individual donors in a clear and interesting way
- Any other task that may be reasonably requested by the organization.
- By joining Railway Children India fundraising team you will get a chance to work with a Creative & Enthusiastic team of young individuals and learn about Child rights and child protection
- Participate in training sessions as directed by line manager
- Actively share fundraising techniques with fellow team members
- Clear, regular and timely communication with line manager

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Expected competencies:

- 1-2 years of experience in face-2-face fundraising.
- Graduates/Post-Graduate from any recognized university.
- Demonstratable communication and interpersonal skills with an ability to motivate and inspire people
- Highly performance oriented and ability to work in a team.
- Strong negotiation skills
- Ability to work in tight deadlines through acquisition of new donors from one time and regular giving donors.
- Ability to adapting and responding to change
- Ability to cope with pressure and setbacks
- Able to do calling with individual donor.
- Willingness to learn
- Persistent and reliable
- Work co-operatively within a team
- Initiative and judgment

Expected attitude:

- Alignment with core organisational values of bravery, integrity, innovation and effectiveness.
- Conduct yourself in accordance with the rules of 'Code of Conduct Policy' and 'Child Safeguarding Policy' in your Professional and Personal life-which includes reporting suspicions of child abuse or any breach of these policies

Compensation offered:

As per Industry Standard

Job Reference:

'Consultant_Face-to-Face Fundraising-Delhi/NCR_RCI'

To Apply:

The eligible candidates may send their application along with a cover letter at careers.india@railwaychildren.org.in by **February 28th, 2022**. Please mention 'job reference' in subject line of application. Applications received without correct subject line will not be reviewed.

'At Railway Children India we are committed to the safeguarding and protection of all those who come into contact with us in our work. We follow a range of procedures to ensure that only those who are suitable to work with children are recruited. This post is subject to a range of vetting checks including police verification.'

Due to the high volume of applications often received, only those found suitable for the role will be contacted.