

Senior Manager/Manager, Advancement & Alumni
(Fundraising)
Singapore Institute of Technology

Direct Link: <https://www.AcademicKeys.com/r?job=224122>

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Posted Oct. 23, 2023, set to expire Jul. 5, 2024

Job Title Senior Manager/Manager, Advancement & Alumni
(Fundraising)

Department Advancement and Alumni

Institution Singapore Institute of Technology
Singapore, , Singapore

Date Posted Oct. 23, 2023

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Development/Institutional Advancement
Alumni Relations

Job Website <https://careers.singaporetech.edu.sg/cw/en/job/498536/senior-managermanager-advancement-alumni-fundraising>

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Job Description

Senior Manager/Manager, Advancement & Alumni (Fundraising)

Job no: 498536

Department: Advancement and Alumni

Contract type: Contract

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Reporting to Deputy Director, Advancement & Alumni, this position will be responsible for creating and

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driving effective fundraising strategies, developing gift opportunities, managing a portfolio of prospective and existing donors, and building strong philanthropic relationships for SIT.

Key Responsibilities

- Develop and implement effective fundraising strategies to match SIT's mission and fundraising expectations.
- Develop gift opportunities and create proposals that match the interest of possible donors (Businesses, Individuals and Community Leaders) with the needs of SIT.
- Steward, maintain and strengthen and SIT's relationships with its prospective and existing donors through active participation in:
 - Timely and effective communication with donors and possible donors
 - Strategically planned and organised appreciation and recognition events to continually engage donors
- Work closely with senior university administrators and academics, obtaining their support while managing expectations and relationships.
- Support the Division's gift solicitation pipeline and follow-up on the closing of gift/s by assisting in the drafting of Gift Proposal/s and Gift Agreements.

Job Requirements

- Degree with at least 7 years of relevant work experience, preferably in higher education sector.
- A self-starter who can operate with a high degree of independence
- An excellent track record in fundraising, preferably in university advancement, and good networking with industries.
- Requires strong analytical and marketing skills
- A team player with good engagement skills, including listening, negotiating and presenting.

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Advertised: 23 Oct 2023 Singapore Standard Time

Applications close: 22 Nov 2023 Singapore Standard Time

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Contact Information

Please reference Academickeys in your cover letter when
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Contact

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