



## **Strategic Partnerships Manager**

*Remote US-based, full-time position*

### **Position Overview**

The Strategic Partnerships Manager is the organized and nimble backbone that keeps our fundraising and external relations engine humming. This role project manages all aspects of the African Visionary Fund's fundraising & external relations in order to extend the capacity of our Co-CEOs including fundraising processes, prospecting, writing of donor proposals & reports, and stewardship of existing funding relationships. The Strategic Partnerships Manager will primarily work with and support our US based Co-CEO with ongoing management of funder and external partner relationships, creating and implementing efficient & effective strategies for regular outreach and cultivation of funders and external partners, preparing notes and reports to set our Co-CEOs up for success, and developing various communications materials. The ideal candidate will have strong internal and external relationship management, process development, and organizational skills that will support them in helping deliver on our development goals.

We are raising \$10M by 2023 with a larger goal of driving \$50M+ in catalytic resources to African founders by 2030. Of the \$4.8M we have raised since our 2020 launch, 83% of that funding is unrestricted and 78% is multi-year. We have 14 institutional partners and a small but growing community of individual givers. In order to change philanthropic norms in our giving, we also have to change norms in how we fundraise. We seek to build partnerships centered on trust, equity, & flexibility. The Strategic Partnerships Manager will be a crucial part of raising the resources and cultivating the types of partnerships needed to reach our vision. Given our small team and fast-paced start-up environment, this person needs to be a master of organization, consistency, and delivering autonomously.

Our ideal Strategic Partnerships Manager is detail-oriented, a strong writer, and is deeply passionate about upending philanthropic inequities to drive resources to African founders. From governance to grantmaking, we prioritize proximity and lived experience of the challenges African founders face – including within our fundraising and partnerships team. The ideal candidate for this role is from or has years of experience living and working on the African continent. They know the potency & power of impact when it is driven by local changemakers and want to be a part of changing philanthropic systems to make that the norm rather than the exception.

### **About the African Visionary Fund**

The [African Visionary Fund](#) (AVFund) is unleashing breakthrough impact by driving resources to high-impact African founders. Our belief is simple—when tackling challenges and improving lives on the continent, proximity matters. Despite their potential for impact, African-led organizations receive less than [5.2%](#) of all US foundation giving across Africa and less than [0.4%](#) of all international funding. We envision a world where African visionaries are recognized & resourced by funders for their ability to accelerate progress and drive systems change on the continent.

The AVFund got started in 2020 and we are entering an exciting moment of growth as we expand our funding partnerships and our portfolio of African changemakers, launch our philanthropic systems change strategy, and grow our team to help us deliver on our ambitious vision. We have a small but mighty team spread across 3 time zones and 4 countries. In the last two years we have raised close to \$5M, committed over \$2.5M in flexible

multi-year funding to 15 African changemakers, been featured in the [New York Times](#) and [The Guardian](#), and we are just getting started! This is an exciting role for an exceptionally organized project manager and strong writer who is passionate about decolonizing development, reimagining philanthropy, and centering equity – and for someone excited to work in a nimble, scrappy and flexible start-up environment with a fun & passionate team and lots of opportunities for growth.

We believe deeply in our core values of **Transformative Impact, Equity, Solidarity, Trust & Integrity**, and **Striving to Learn**. We strive to take the path aligned to these values at every decision juncture, even if the less values-aligned path might be faster or easier. We are looking for team members who are passionate and dedicated to these values and who will continue to challenge us to live into them at every turn. [Learn more about our values here](#).

## What You'll Do

### Strategic Partnerships (80%)

- Efficiently manage our fundraising and partnerships engine with essential relationship-building work such as drafting emails, preparing for meetings, conducting research, post-meeting follow-up and more,
- Coordinate our fundraising systems and processes ensuring we are following up and stewarding funding and sector partner relationships proactively and efficiently,
- Conceptualize and oversee the development of strategic grant proposals, reports and other materials for AVFund's funding partners,
- Strategize with co-CEOs about fundraising, external relations, and how best to utilize AVFund's networks to raise our visibility,
- Build a robust funding pipeline by working with our funder research team to identify and research new opportunities,
- Identify efficiencies and design systems to track relationships, opportunities, and success over time,
- Develop and implement fundraising systems for individual donors including online giving campaigns and regular communication, in partnership with our Social Media Coordinator,
- Develop content and manage logistics for our quarterly Funder Community Calls ensuring they provide our funders the opportunity to connect with our work and build community,
- Actively engage in various external networks and identify opportunities to raise our visibility within these networks.

### Communications (20%)

- Oversee the development of materials that tell our story and highlight our impact and the impact of our partners, including content for pitch decks, one pagers, and other collateral,
- Maintain regular communication with external audiences and stakeholders by drafting and delivering newsletters, insider updates, biannual insider reports, and more,
- Seek out and identify speaking opportunities for our Co-CEOs including developing an annual external conference & event strategy aligned with our systems change and fundraising goals,
- Help AVFund's leadership team prepare for conferences, events, and speaking engagements, including drafting presentations and scripts, preparing infographics, developing biographies, and more.

## What You'll Bring

- You know the potency & power of impact when it is driven by local changemakers and want to be a part of changing philanthropic systems to make that the norm rather than the exception. You are from or have years of experience living and working on the African continent.
- You have 4-6 years of experience in partnerships, sales, fundraising, and/or project management role.
- You are an organized and detail-oriented self-starter known for your ability to build systems and processes that keep projects moving forward effectively.
- You have experience successfully managing complex projects. No formal "project management" experience or certification is necessary, but you should have a track record of managing multiple projects with many moving pieces and involved stakeholders.
- You have a proven ability to take an idea and turn it into sellable materials - whether that be a grant proposal, a sales pitch, a concept note, or a presentation. You can whip up a memo quickly to cover key topics & ideas tailored for different external audiences.
- You maintain a positive attitude, energy, & flexibility, especially in the midst of a nimble, fast-paced, start-up environment.
- You are open-minded and have worked collaboratively across teams and departments with people from a variety of backgrounds, and demonstrate high intercultural competence. You are not afraid to challenge assumptions and build on other's ideas to help us innovate.
- You are a fast learner who is excited to try new things and build new skills on the job.
- You are excited to practice [community-centric fundraising](#) & center equity in all relationships and projects.
- You are well-versed in Salesforce, Slack, MailChimp, ClickUp, Google Docs, and other project management, fundraising, and communication tools - or a quick study with new systems.
- You will impress us if you have previous experience advocating for racial equity in the social impact and/or philanthropy sectors.

## Additional Information

- This is a US-based full time remote role of a minimum of 40 hours per week, with a preference for candidates based on the East Coast around metropolitan areas.
- While there is some autonomy and flexibility of work schedule during the week, the typical hours for this role are 8am-4pm EST.
- As we grow, there will be some travel required for annual team planning retreats in East Africa or attending conferences alongside our Co-CEOs, as needed.
- The starting salary for this position is \$70,000-\$80,000, alongside such benefits as generous PTO and health insurance and retirement savings stipends.
- AVFund believes our team is better and stronger with a diversity of perspectives and experiences. We welcome applications from candidates historically underrepresented in the nonprofit sector, especially within the international development sector. AVFund is proud to be an equal opportunity employer and is committed to providing employees with a work environment free of discrimination and harassment.

**To apply for this position, please fill out [this google form](#).** Please be sure to answer all questions and attach your **resume** in the area provided at the bottom of the form. If you have any questions, please reach out to [jobs@africanvisionary.org](mailto:jobs@africanvisionary.org). Applications will be considered on a rolling basis with the first set of interviews beginning the week of June 13th 2022.