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| **Position Designation:** | Chief Resource Mobilization & Communication Officer (CRMCO) |
| **Job Department:** | Resource Mobilization & Communication |
| **Qualification** | Postgraduate from a top institution/university / MBA /Other Functional-comparable |
| **Experience** | 12-15 years in Resource Mobilization; 3 years in Leadership position; prior experience in Programme Management or Coordination desirable; a candidate with a good mix of development/social sector and private/corporate sector is encouraged to apply |
| **Expected Date of Joining:** | Immediately |
| **Job Location:** | New Delhi |

Cankids...Kidscan, a Not-for-Profit National Society, dedicated for change for Childhood Cancer in India ushering in pioneering care & cure models with agility & innovation while leveraging digital. Currently, CanKids has a team of over 2400 personnel including full-time professionals, honorary members, energized survivors and committed volunteers from diverse backgrounds working across India.

**Department Description:**

Resource Mobilization aims at acquiring resources and mobilizes people towards accomplishing the CanKids goals. It lays emphasis towards bringing money, supporters, attention, and refining the fundraising channels and activities, to long-term, flexible and unrestricted resources for CanKids

**ROLE DESCRIPTION:**

The Chief Resource Mobilization & Communication Officer (CRMCO) position is up for recruitment in view of the current professional’s planned transition and change of role to an Advisor for the organization.

The CRMCO is a full-time senior leadership position and requires agile commitment and futuristic orientation. The CRMCO develops, implements, and monitors a fully integrated resource mobilization, and communication strategy in line with the Strategic plan, vision and objectives of Cankids Kidscan. To do so across conventional & digital channels including employing innovative approaches to raise annual (including untied/unrestricted) and longer-term (including corpus) financial resources for Cankids-while leading a young team to accomplish planned objectives, working closely with a diverse set of stakeholders.

Specifically, the CRMCO will report to the CEO, work with the CXO and the Board Resource Mobilization and Communications Committee, and is responsible to see that the annual fundraising goals are met while growing and diversifying the base including establishing a sizeable corpus fund in the next few years- while facilitating the delivery-excellence for a variety of donors- global-institutional-individual stakeholders across public and private domains. This effort shall contribute to CanKids’ initiatives and culture of social responsibility while optimizing impact-linked social investments by partners in order to aim for mission coherence, sustainability.

**COMPETENCIES/ SKILL SET:**

**Requirements including Experience that the candidate should have –**

* 12- 15 years of work experience, with a minimum of three years in a leadership position, with a proven track record of resource-mobilization/fund-raising and building and maintaining donor relationships across public/private sectors. In fact, candidates with a prior experience in private sector & meeting other requirements in this notification are also encouraged to apply.
* Good knowledge and appreciation of the social & development sector – wherein health sector experience desirable.
* Good knowledge of programme/strategy frameworks , ability to lead proposal writing , good understanding of donor-project contracts and other related towards smooth resource mobilization and management in the Not-For-Profit sector.
* Experience of leading multi-member team for resource-mobilization across various channels/formats including in the development sector.
* Understanding of corporate social responsibility and FCRA laws and policies
* Experience in use of digital marketing/online fund-raising/event-based -event -linked campaign management to increase unrestricted giving.
* Experience in management of Donor/Partner database platforms and pipeline management to strengthen and actively use our V-DAN Salesforce based platform
* Prior experience in corpus giving, endowment funds and sustainable giving is desirable
* Good understanding (and possible experience) of resource-mobilization frameworks via SIBs/DIBs, Performance-based Funding, Consortium-based funding etc. is desirable .
* Good understanding of various RMEL & Impact frameworks AND USE IN Donor management is desirable
* Overall : Demonstrated Leadership acumen, critical thinking, innovation & solution orientation, cognitive flexibility, good inter- personal /communication skills, good-networking skills & adequate experience in resource mobilization.

**Duties and responsibilities:**

* Develop strategies, plans, products, and targets for the short, medium, and long term for RM in line with CK Vision.
* Lead efficient market-mapping and opportunity landscape scanning for conversion to establish a robust resource pipeline serving multi-year program portfolio and ensure diversification through grants, individual & retail, online giving, capital campaigns, and other RM strategies.
* Initiate, nurture and manage relationships with key donors and partners globally including Private sector CSR, PSUs CSR, International foundations, HNIs and others.
* Lead the conceptualization & development of requisite funding proposals/ presentations/follow-ups with the RM team for current & new donors for ongoing/planned programmes plus the new initiatives.
* Protect donor churn, expand /deepen the donor engagement /commitment and effective donor management & retention of existing donor parties.
* Develop, strengthen, and execute donor communications and branding strategies to support fund raising initiatives
* Build, Lead and Manage a high class, dynamic, young functional team via a combination of demonstrated leadership, supportive supervision and occasional mentorship while instituting a culture of performance-accountability, merit-linked recognition, and rewards.
* Develop strategies, plans and appropriate interventions for all 3 elements of Health Information, Public Awareness & Communications (HIPAC) and implementation.
* Build Lead and strengthen the HIPAC team and engage relevant vendors / freelancers to deliver the program and coordinate with all other departments, programs, and services for timely & quality delivery of HIPAC services including the half yearly/annual HIPAC report & calendar.
* Build brand and visibility for Cankids including the guidelines for print, online, presentation, press, ck facilities and workspaces working closely with Ck EC, CXO and Board committee on Resource Mobilization and communications.
* Strengthen digital / online presence and outreach.
* Build and strengthen childhood cancer health information - portal and through RCCOs and SCCOs
* Correspond with volunteers, employees and external stakeholders to keep them informed about the Mission, Objectives & Programs of CanKids and of the developments periodically.
* Create strategies to increase employee awareness and promote more professionalism and productivity.
* Communicate externally with the media and other interested parties to prepare Annual Reports, announce CanKids achievements, impact of programs, and organizational changes in a way that attempts to maintain a positive image of CanKids.
* Work closely within the CXO group as member of higher management team, and with the Board to ensure scale up and sustainability, and as senior leadership participate and represent the organization in various fora, within and outside the organization
* Participating in periodic joint review meetings with the central and regional programme teams in assessing continuity in operations and output including advice on trouble-shooting towards attainment of donor-funded project/programme objectives.
* Coordinate closely with the finance team in ensuring a two-way communication and issue-resolution contributing to on-time turnaround in reporting for our donors, partners and stakeholders.
* Need-based field visits accompanying donor/partner teams in conjunction with the regional programme teams.

**Duties:**

Will ensure that volunteers and employees are aware of changes and new projects, distribute executive messages, prepare presentations and internal memos, and conducts meetings to share information.

Develop print materials and branding strategies for employee use. Also provide communication coaching for volunteers and employees.

Will represent CanKids to various stakeholders (Government, Municipalities, Corporate Donors, Family Foundations, Individual Donors), and the public at large.

Will represent as the spokesperson of CanKids, to the media and the general public, develops and distributes materials that may explain or convey the CanKids policies or position on relevant issues.

Other duties may include issuing press releases, arranging interviews, and compiling press kits.

**ADDITIONAL DUTIES:**

This job description in no way states or implies that these are the only duties to be performed. You will be expected to follow any other job-related instructions and to perform other job-related duties as requested by your supervisor.

CanKids is an Equal Opportunity Organization and encourages learning & development, fairness and diversity. It offers remuneration which will be as per the norms in the Not-For-Profit/NGO Sector.