

YAYASAN GENERASI GEMILANG (“GG”)

PARTNERSHIPS LEAD in the Partnerships Department Reports to the Section Head, Partnerships

RESPONSIBILITIES

- To formulate and design customized partnership programs that would create a win-win solution for GG and our partners or alliances.
- To be an effective ambassador for GG for corporate partners and stakeholders. Assist in formulating their CSR strategies when necessary.
- Develop, manage and build strong relationships with existing or potential corporate partners, other NGOs or government agencies.
- Organize and manage relevant events and campaigns together with partners or alliances.
- Organize relevant fund-raising events and resource mobilization activities with partners and corporations
- Manage donor relationships, including new, existing and potential. Maintain donor database and establish donor contact process and policy.
- Help prepare necessary status and progress report.

REQUIREMENTS

Must be passionate for GG’s vision and mission and love the work nature especially dealing with the community, schools, parents, government and corporate partners.

- Degree holder with minimum 2 years working experience. Experience in business development and communities is a plus.
- High energy and mature, with ability to handle communications at both the strategic and tactical levels.
- Strong relationship builder, able to effectively engage with clients and partners
- Tenacity to persevere through challenges and able to work under pressure
- Strong organizational and administrative skills, proficient in Microsoft Office Apps.
- Can be both a leader and a team player
- Strong communication skills, both written and spoken. Able to write and speak in BM.