

<b>Job Title:</b>	Chief Development Officer
<b>Time Required:</b>	Full-time
<b>Location:</b>	Remote—North America-BASED
<b>Compensation:</b>	Competitive Salary with Benefits

### Asante Africa Foundation ~ Organizational Overview

*Ensuring Africa's growing youth population actualizes its potential is the challenge of our lifetime. It is a challenge that motivates our work at Asante Africa Foundation. We believe that simple, scalable, stigma-free, evidence-based interventions can provide young people with the tools that they need to thrive.*

*Asante Africa Foundation is a globally-guided and locally led non-profit educating East Africa's youth to tackle life's challenges, thrive in the global economy and catalyze positive change. We believe everyone has talent and potential but not everyone has access to opportunities. We address this gap by partnering with local schools and communities in East Africa to provide youth the educational resources and support they need to reach their full potential. With input from parents, local leaders, and young people themselves, our programs educate and empower youth from communities "off the paved road" and prepare them with life skills and confidence to succeed both in the classroom and beyond.*

*As an on the ground implementing organization, we invest in youth living in remote, rural hardship communities in Kenya, Tanzania, and Uganda, by empowering them with the skills they need to be successful in school and to rise above the challenges they face. Interconnected education and life skills, livelihood programs, facilitated in safe-space learning groups using learn-do-teach methodology, keeps at-risk youth on the path to learning. Our approach accelerates classroom learning; it develops future leaders, confident job seekers and innovative entrepreneurs.*

*Over the last 15 years, we have learned, refined, and strengthened our model based on evidence, external evaluations, and ongoing feedback from the youth we serve and their communities. Asante Africa is led by a Global Board of Directors and staff around the world. While we are remotely based in the USA, we have hubs in Silicon Valley, New York, and Washington DC.*

*As we look to the future, monitoring and evaluation remains central to our growth model. So too does engagement at the local level. Guided by the inputs of our in-country teams and local youth leaders, by 2025, our programs will empower 1,600,000 young people in rural East Africa with skills and knowledge to become effective change agents.*

*In the USA, Asante Africa Foundation is a 501(c)(3) nonprofit organization. Please visit [www.asanteafrica.org](http://www.asanteafrica.org) to learn more.*

### Job Description

Our 2021-2025 Strategic Plan (<https://asanteafrica.org/wp-content/uploads/2021/01/Summary-2025StrategicPlan-AsanteAfrica.pdf>) focuses on three strategic imperatives; 1. Unleash and Amplify the Impact of 1.6M young people, 2. Fuel the Vision and Impact through a diversified funding portfolio, and 3. Deepen and Strengthen an East Africa led Organization. To help achieve these strategic goals, the Board and Executive leadership of Asante Africa has created the role of Chief Development Officer to lead the Development and Communications teams based in the USA and leading fundraising globally.

The CDO will design and direct the fundraising and communication program in North America and Europe. The CDO will lead by example and set the direction for the team and programs have primary responsibility for refining and driving the 5-year fundraising plan that will enable the organization to realize 2025 growth goals. They will work with a mighty staff, dedicated board, and numerous partners to ensure the success of Asante Africa Foundation. They will be responsible for maintaining sound financial practices and nurturing successful collaborative partnerships nationally.

This is a compelling opportunity for an experienced and savvy senior fundraiser to:

- serve as a key member of our executive team.
- Become a crucial leader in a small organization striving to grow and mature
- Launch the 2025 fundraising program
- Be both a strategic leader and thought partner, as well as a front-line implementer and do-er.

The Chief Development Officer reports to the CEO and supports the East Africa Country Program Directors, initially manages three staff members, and works with global staff, board members, and donors across the country. This is a full-time position and physical location is flexible, though ideally will allow for high degrees of collaboration with the Executive Team and major donors with occasional international travel to East Africa countries, program sites and funder visits as required.

#### **Position Overview**

The CDO is responsible for raising funds for Asante Africa's current and future programs in East Africa and charting the future of Asante Africa's fundraising. As a member of AAF's executive the CDO will play an active role making strategic decisions in support of Asante Africa's mission.

The CDO will build on an established fundraising program and continue to weave development strategy into the fabric of Asante Africa's programs and communications. The CDO will be an active frontline fundraiser and manage their own portfolio of donors, (inclusive of foundations and institutions), while maintaining a focus on expanding and diversifying AAF's base of donors and foundation supporters.

The CDO will collaborate and lead, both directly and indirectly, across the organization. They will lead a high-performing team of Communications and Development professionals, and work in close partnership with the CEO and the Country Directors for Kenya, Tanzania, and Uganda. The CDO will also leverage the Board of Directors' passions and abilities to support them in their fundraising efforts and role as Asante Africa's ambassadors.

#### **Fundraising at Asante Africa Foundation**

Typically, our funding is a balance between dedicated individuals, Corporate partners, and Institutional Grants. Asante Africa's success has included diverse funding individuals and organizations. Fundraising and Partnership achievements include Jack Dorsey's #Start Small Foundation, Mastercard Foundation, Anonymous Donors, P&G, BRAC, UNGEI. More recently, we have entered partnerships with Prince Charles Trust. Financial Awards and Prizes include Awards USAID Youth Power Learning and UN Girls Education Initiative.

A critical 2025 strategic imperative is to build out the fundraising capacity with each of our East Africa countries and capacity build the Boards, and staff to represent the achievements and results from within the countries. This role will be instrumental, as a role model, teacher, and guide in skill building.

#### **Responsibilities**

##### **Fundraising & Relationship Development**

- Actively engage individuals, corporations, and foundations to raise the necessary awareness and funds to support AAF's fundraising plan & goals.
- Qualify new prospects through best practices in research, prospecting, and assessments.
- Engage in direct solicitation of various levels of gifts, including major gifts
- Manage staff and volunteer engagement in cultivation, solicitation, and stewardship of key partners and donors
- Partner with the President and CEO and Board on major fundraising initiatives
- Develop and manage campaigns, engaging and overseeing staff and volunteer leaders in reaching goals
- Oversee strategy and implementation of fundraising events, ranging from house parties to major galas
- Build strong relationships with educational leaders, elected officials, nonprofit leaders, and public and private sector leaders
- Oversee development and execution of all grant proposals, ensuring quality submissions, with a long-term relationship-management approach

**Strategy and Planning:**

- Lead the development of a comprehensive development strategy, in partnership with the Executive Team
- Establish an operationalization of the strategy, including but not limited to key metrics and goals, budgeting, and resource needs.
- Establish a fundraising advisory board.
- Share the plan’s outcomes & results across the organization, ensuring the visibility of achievements and programs across key stakeholder audiences
- Lead the Communications Team in planning and executing fundraising communications
- Serve as the face of Asante Africa Foundation in the US, speaking, writing, and organizing in order to call attention to the needs and potential of youth and to help build the organization’s credibility as a force that assists in developing that potential
- Develop an annual fundraising communications calendar and oversee print and digital content together with communications staff
- Monitor the development field to position Asante Africa ahead of major funding changes or trends

**Management & Leadership**

- Mentor and develop staff using a supportive and collaborative approach on a consistent basis
- Establish and monitor staff performance and development goals, assign accountabilities, set objectives, establish priorities, and conduct annual performance evaluations
- Lead senior volunteer engagement in fundraising including....

**Operations, Administration & Quality Control**

- Responsible for day-to-day activities of the development functions including budgeting, planning, and staff development
- Develop aggregate donor information and statistical analysis of donations using data from Salesforce
- Work closely with the Data analytics team in order to utilize data most efficiently and effectively for fundraising efforts

**Qualifications and Skills**

**Education, Credentials and Experience**

The ideal CDO will be a professional who loves fundraising and whose passion is to identify and meet with diverse donors whose values align with the priorities of the organization.

They will be a sophisticated relationship builder who is able to adapt their communication style to work effectively with a wide variety of internal and external stakeholders with multiple priorities, including the founders, the Board of Directors, and the staff.

Additionally, the ideal CDO candidate will have:

- A Bachelor's degree, as a minimum requirement
- Prior experience in a team within a remote work and globally distributed team environment required, and at least 5 years’ experience managing direct reports
- Proven track record of driving sales at a start-up organization, ideally 7-10 years

**Mission Alignment & Culture Fit**

- Passionate and committed to advancing opportunities for youth education and skill development
- Have a sophisticated, nuanced understanding of international philanthropy and how to navigate the funding opportunities

- Highly strategic, and comfortable with creating clarity from ambiguity
- Have experiences bringing a racial justice and gender equity lens to work products and staff culture
- Possess high eq and hear what is said and unsaid.
- Build trust through relationships and personal stories.
- Not afraid to advocate for organizational culture and values
- Set high expectations for yourself and those around you
- Are able to celebrate the victories in the work, big and small, while continuing to work for the long-term vision

**Development Knowledge and Expertise**

- Significant experience fundraising, with >5 years' experience soliciting donations and grants, with evidence of significant increases, leveraging board and volunteer connections
- Experience fundraising for community-based organizations. Experience in the international sector is desirable. Previous experience implementing a comprehensive (ideally national) development plan that advanced a mission-driven organization's goals to achieve measurable results
- Adept skills with CRM tools, lead generation and moves management
- Have experience initiating, cultivating, and strengthening donor relationships over time
- Have demonstrated ability to develop and deliver compelling executive-level presentations. Excellent verbal & written communication skills with demonstrated ability to convey complex concepts and analyses in an accessible and compelling way.
- Ability to transform knowledge, data, analytics, and experiences into powerful fundraising appeals.
- Can serve as an enthusiastic, visible, and engaging spokesperson for the organization

**Leadership & Management**

- Are a collaborative leader and value input and buy-in from stakeholders when executing your vision
- Have worked with a visionary founder or leader as their strategic thought-partner
- Are perceived by others as having presence, maturity, and expertise. You are decisive and can make hard decisions
- Plan the big stuff and sweat the small stuff
- Translate strategy into plans and manage a team towards results
- Coach team members with an open, inclusive leadership style that encourages collaboration, accountability, and high performance
- Are adept at using technology and working with remote colleagues to facilitate daily work
- Distinguish between time-sensitive and urgent issues and what is important but not requiring immediate action

**To Apply:**

Qualified candidates are invited to apply by submitting a formal cover letter (expression of interest) and CV to [humanresources@asanteafrica.org](mailto:humanresources@asanteafrica.org) by December 1, 2021.

Asante Africa Foundation is an equal opportunity employer, considering all qualified applicants and employees for hiring, placement, and advancement, regardless of race, color, tribe, religion, national origin, age, genetic information, military status, gender, sexual orientation, gender identity or expression, disability, or protected veteran status.

Compensation is competitive and will be determined based on a combination of factors, including level of experience, proven track record and exceeding targets. The total compensation package has a base salary and a performance bonus.