Job Description - Pi Jam Foundation (Core Team)

Role: **Lead - Corporate partnerships**

Do you believe technological knowledge and skills can enable students to be problem-solvers and creators?

About Pi Jam Foundation:

Pi Jam Foundation is a Section 8 (not-for-profit) company conceived by Teach for India Alumni in 2017. The organization is entirely impact driven and aims to provide all students from under-resourced schools Computing and Problem-solving skills, which are essential for them to succeed in the 21st century workplace. Using low-cost, open source technology and a contextual grade-specific curriculum, Pi Jam Foundation aims to provide quality computer education to over 1,00,000 students across India within the next few years.
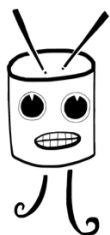
As the Corporate Partnerships Lead, you will be part of the larger leadership team of Pi Jam Foundation and will play a critical, high-impact role in shaping the overall strategy of the organization.

As our Corporate Partnerships Lead, you would:

1. Create and own the engagement plan for existing and new partner organizations, interface with cross-functional leadership to effectively track against the plan.

2. Deliver partner/donor delight and uncover upsell opportunities for progressively increasing support over the long-term.

3. Create high-quality collaterals to support the customer-facing engagement team reaching out to corporates, foundations and philanthropic institutions.

www.thepijam.org
Nurturing problem-solvers of tomorrow

Pi Jam Foundation

213, Mhada Colony,Rajiv Nagar (south), Viman Nagar, Pune - 411014
Contact: 9637195855 | **www.thepijam.org**
CIN:U74995PN2017NPL172480

4. Design, write and manage partner reporting requirements through data collection from different departments across the organization and translating that into relevant information.

5. Maintain and track against the grant collection schedule to ensure effective and timely collection of account receivables.

6. Interface with partners and coordinate for visits, volunteering events and review meetings.

7. Keep abreast of best practices for fundraising and CSR-philanthropic market trends by researching industry and related events, publications and announcements.

8. Maintaining and devising office systems of the fundraising and communications team to facilitate efficient organization of the team's administration.

9. Identify new sources of support through networking pitches and social media and build relationships with new businesses and other support companies in fundraising ideas, providing help with branding.

We are looking for individuals who are:

1. Committed to make a difference by working in the developmental sector.

2. Have a well-balanced, strong analytical and creative mindset to problem-solve and provide innovative solutions.

3. Able to own work across across multiple threads with tight deadlines – thrive in the startup culture.

4. Have exceptional relationship management skills and the ability to build rapport with internal and external stakeholders.

5. Have excellent communication (both written and oral), time-management, planning and organizational skills.

6. Come with 2-4+ years of overall experience, with at least some experience in fundraising, corporate sales or communications.

7. Are comfortable with MS office (especially Excel) and the G-Suite.

8. Aspire to build Pi Jam Foundation to be one of the world's best and highest impact social brands.

It would be beneficial if you:

1. Come with prior knowledge of CSR, grant-making and fundraising.

2. Have a basic understanding of the Edtech landscape in India and abroad.

To apply,

Please send your CV / resume (no longer than 2 pages) and a short cover letter expressing why you would like to join, to jaskaran.singh@thepijam.org .