



## Be a Part of Transformative Youth Development Work!

### About Halogen Foundation Singapore

Founded in 2003, Halogen Foundation Singapore is an Institution of a Public Character (IPC) charity focusing on building young leaders and entrepreneurs. Defining leadership and entrepreneurship as influence, Halogen believes that every young person can lead and become positive change-agents. We want to build young leaders and entrepreneurs who are competent, of good character, have positive mindsets and skillsets to practically change the world in the issues they believe in.

Halogen aims to make quality leadership and entrepreneurship education available to all young people regardless of their backgrounds, race, income, or religion, particularly those who are disadvantaged – coming from challenging family backgrounds and/or are on financial assistance.

===

We're looking for a **Fundraising Manager** to join our team and champion our strategic work through the following areas:

- a) Fundraising – Able to partner with the C-suite to helm fundraising initiatives to ensure sustenance and health of the donation revenue stream in Halogen.
- b) Donor Relations – Proactive and highly interpersonal to build relationships with donors for initial donations and subsequent engagements.
- c) Partnerships – Brilliant at developing partnerships on a corporate adoption or corporate donation perspective.

### You will work with the multifunctional team to focus on:

- Donor Outreach
  - Develop and iterate a donor outreach plan to increase our brand and cause awareness to potential donors.
- Donor Management
  - Cultivate and manage the repertoire of donors we have through consistent and valuable engagement.
  - Develop plans for subsequent and repeated donations.
- Corporate Adoption
  - Represent the organisation to commercial firms in the interest of securing a charity adoption.

- Work with partners to receive corporate volunteering hours, CSR grants, and other forms of corporate giving.
- Community and Events Management
  - Oversee the operations of fundraising events and managing the stakeholders involved in each event.
  - Engage in community building to increase public awareness and interaction with the organisation.
- Management and Organisation Leadership
  - Lead the Fundraising efforts including that of daily operations and staff management
  - Participate in organisation-wide strategy and management meetings, taking ownership of driving fundraising activities and direction

### **We are looking for someone who:**

- ✓ Has a passion for our youth development cause and seeking to use their interpersonal and operational skills to directly move the needle in serving the cause
- ✓ Has good interpersonal skills and can work and lead in a team setting
- ✓ Demonstrates ability to work in multifunctional teams and to contribute to strategic discussions for the organisation
- ✓ Is proactive in problem solving and has a responsible attitude
- ✓ Is able to juggle multiple projects and work under pressure
- ✓ Is proficient in both written and spoken English Language
- ✓ Understanding in fundraising operations and charity fundraising regulations is preferred
- ✓ Prior experience working with youth and/or in the training sphere (or Diploma/Degree in related subjects) will be a bonus
- ✓ Has a proven managerial ability or experience leading a team

### **You'll get to:**

- Use your interpersonal and fundraising expertise to impact youths and educators
- Work in a talented multifunctional team
- Be exposed to product development and strategy concepts
- Own and drive a key income pillar of the organisation
- Manage fundraising projects and liaise with stakeholders for execution
- Learn more about the practice of leadership
- Interact with leaders in multiple fields, across three sectors of public, private, and non-profit; build your network
- Grow in personal effectiveness, communication skills and strategic thinking

===

## Start Date

Immediate

## Salary and Application

When applying, please let us know the range of your expected salary.

To apply for this job, email Ms. Ivy Tse at [ivy@halogen.sg](mailto:ivy@halogen.sg) with the following:

- Your résumé
- A write up with your answer to this question: **What inspires you to want to get involved in youth development, and how do you see fundraising as a crucial driver of this cause?**

Only shortlisted candidates will be notified. Apply now to make a difference to the next generation!

===

To find out more about Halogen, check out our media handles

[Website](#) | [YouTube](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)