



PRCS is looking for **Partnerships and Fundraising Manager** in Planning, Partnership and Projects Department to work at the PRCS HQ in Al Bireh. Applications are only received through the e-mail listed in this advertisement no later than/2024 Job details can be found on the PRCS website

[جمعية الهلال الأحمر الفلسطيني - Careers \(palestinercs.org\)](https://palestinercs.org)

Job Title: Partnerships and Fundraising Manager

About PRCS:

The Palestine Red Crescent Society (PRCS) is an officially recognized independent Palestinian National Society. It enjoys legal personality and is part of the International Red Cross and Red Crescent Movement. The Society, which operates in Palestine and the diaspora, works in the field of humanitarian work, relief, health and social services.

Responsibilities:

Fundraising:

- **Develop and Implement Fundraising Plans:** Assist the of Partnership, and Projects Department manager in creating and executing a comprehensive fundraising strategy to secure sustainable funding for PRCS's core operations and projects.
- **Donor Research and Identification:** Research and identify potential international and local donors to expand the funding base. Research additional relevant development sources/platforms including subscription-based platforms.
- **Database Management:** Compile and maintain an up-to-date database of donor organizations, categorizing them for targeted communication to serve as a tool for PRCS and its programs.
- **Proposal and Concept Note Preparation:** support in Preparing high-quality and compelling concept notes and full project proposals for PRCS and its programs, including budgets in coordination with Finance, ensuring timely submission.



- **Fundraising Campaigns and Events:** Carryout organizing, executing, fundraising and public relations campaigns and events including partners meetings to increase donors and partners engagement.
- **Manage existing partnerships at PRCS:** Ensure the execution of partnership activation deliverables and work closely with Projects Team
- **Communications Plan Development:** Support Media department in developing and implementing a comprehensive communications plan to enhance PRCS visibility and outreach efforts, at all platforms including the website

Partnership Development and Outreach:

- **Representation:** Represent PRCS at conferences, workshops, and other events to maximize opportunities for donor funding and partnership development as requested by Partnership, and Projects Department manager
- **Liaise with partners:** Liaise with partners to develop marketing opportunities to maximize partnerships, projects and partner / back donor requirements.
- **Maintain electronic and paper files** containing original copies of all PRCS project agreements, needs assessments, emergency appeals, proposals and concept notes.
- **Represent PRCS in donor meetings** and funding-related trainings and meetings relevant to the mandate of the Projects Department.
- Perform any other tasks and responsibilities as requested by the Planning, Partnerships, and projects department manager.

Qualifications:

- Bachelor's degree in Non-Profit Management, Business Administration, Communications, or a related.
- At least 3-5 years of solid experience in fundraising, grant writing, donor management, and partnership development, preferably within the non-profit sector.
- Proven track record in securing substantial funding and managing donor relationships.
- Excellent writing, editing, and communication skills in both Arabic, English. (language proficiency will be tested).
- Proficiency in using donor management databases and other fundraising tools.
- Ability to work independently and collaboratively within a team.
- Fluency in English (knowledge of additional languages is an asset).

Qualified candidates are invited to submit their resumes and cover letters with the subject “Partnerships and Fundraising Manager” to jobs@palestinercs.org no later than **19/9/2024**