

WE ARE LOOKING FOR A FUNDRAISING SPECIALIST

WWW.TEACHFORROMANIA.ORG





ABOUT US

Teach for Romania is a non-governmental organization that envisions life opportunities through excellent **education for every child in Romania, regardless of his or her social and economic background.**

Our mission is to recruit, train and support professionals who take ownership for transforming the society, through a leadership development program in education. After the 2 year teaching program, Teach For Romania supports its alumni, equipped with the experience, conviction, and insights to be a force for change, working across sectors to expand educational opportunity.

The staff of **Teach for Romania is comprised of high potential professionals, who work relentlessly to transform the society by being an active part of a movement in education.**

For more information, visit: www.teachforromania.org.





THE ROLE

We are looking for a dedicated and experienced Senior Fundraising Specialist, deeply committed to Teach for Romania's vision of high-quality education, easily accessible to all children.

As **Fundraising Specialist**, you will play a key role in securing the resources our organization needs to achieve its goals, working with corporate partners across the entire country. Your primary focus will be the account management and stewardship of our existing portfolio of corporate sponsors - building long-term, trust-based partnerships, delivering on our commitments and growing the value of each relationship. In parallel, you will contribute to attracting new donors and partners, developing and managing a strong pipeline of funding prospects at national level.

As a member of the Fundraising team, you will work with a high degree of autonomy, act as project manager for donor projects and serve as a resource and mentor for colleagues in the team.

This is a **full time** position, looking for colleagues from Bucharest and the South-East region of the country, with a hybrid approach on work (2 days per week at the office where possible) and occasional travel across the country.

This role reports to **Development Director**.



RESPONSABILITIES

Account management & partner stewardship:

- Manages and develops the relationship with the existing corporate sponsors in the national portfolio, acting as their main point of contact;
- Keeps track of the organization's commitments towards each donor, including reporting and special activities, maintains timely communication on operational and reporting matters with each donor, drafts reports;
- Designs and executes dedicated stewardship activities for corporate donors (which can include school visits, dedicated activities with teachers and students included in the program, employee engagement initiatives, regular communication and updates - corporate newsletter, etc);
- Plans, coordinates and acts as main responsible for the implementation of project activities agreed with the sponsors and the actions included in the corporate stewardship plan;
- Drafts proposals for the renewal and growth of existing partnerships;
- Ensures contract management in Salesforce and keeps the sponsors database up-to-date;
- Oversees the documentation of the completion of deliverables and works with the Finance partner on budget tracking, where the case;
- Acts as a project manager for complex donor projects (visibility initiatives, employee engagement programs and other side projects with specific donors);

New business development

- Researches, qualifies and engages potential new sponsors at national level, with support from the Fundraising Manager, the Development Director, the CEO and the Board members;
- Develops and manages a pipeline of funding prospects, both national and international;
- Drafts proposals and support materials (donor intelligence, research, meeting support) for new corporate sponsors and participates in pitch meetings;
- Represents Teach for Romania at networking and fundraising events;

REQUIREMENTS

- Minimum 3-4 years of experience in fundraising, sales, account or relationship management, with a proven track record in managing corporate partnerships and closing new business;
- Excellent account management and relationship management skills (client-oriented, perceptive of and responsive to the specific needs and interests of partners and donors, diligent, reacts on time);
- Ability to relate to high-level corporate managers (VPs, board members, CEOs, CFOs);
- Experience in drafting proposals; grant writing experience is a plus;
- Project management skills (time management, budget management, return on investment focus and attention to resources);
- Excellent communication and interpersonal skills, with a proven capacity to create channels to connect people;
- Excellent written Romanian & English (Advanced) skills;
- Strong critical and innovative thinking, with decision-making and problem-solving skills;
- Great organizational skills and research skills;
- Results and performance oriented, with a mindset driven by return of investment;
- Autonomous and comfortable working in a fast-paced, dynamic environment;
- Comfortable to work with different stakeholders (external and internal);
- Details oriented, with integrity;
- A team player and a good communicator.
- Computer literacy with capability in MS Office and Canva; experience with Salesforce or another CRM is a plus;
- Driver's license: B and availability to travel across the country;
- *It would be a plus if you also have experience working in an NGO, especially in the field of education.*



BENEFITS

- The chance to have a professional role with direct impact in education;
- The opportunity for personal and professional development at a pace adapted to your growth needs;
- Access to training and learning opportunities within the global Teach for All network and from our learning partners;
- An excellent working environment in a value-based organizational culture;
- Access to a global community of experienced and talented specialists and to innovative approaches and models from the Teach for All network;
- Salary, meal vouchers, culture vouchers;
- The salary range will be communicated before the first interview and will be established based on objective and non-discriminatory criteria, including the level of technical competencies, relevant experience and the responsibilities assumed in the role.

Depending on the profile and competencies identified during the selection process, candidates may also be considered for other available positions within the organization, subject to their consent.

APPLICATION DETAILS

This is a full time position, looking for colleagues from Bucharest and the South-East region of the country, with a hybrid approach on work (2 days per week at the office where possible) and occasional travel across the country.

The selection process will consist in:

1. Screening, based on resume and motivation letter;
2. Interview with the HR Department;
3. Interview with the Development Director;
4. Written assignment;
5. Interview with the CEO.

We will review the applications on an as we go basis. Please send your application to office@teachforromania.ro till **5 Aug 2026**.

We want to be transparent: due to the high volume of applications, we will only be able to respond individually to candidates whose background, competencies and experience best align with the needs of the role they applied for, at this stage.

If you do not receive a response from us within 2 weeks of the application deadline mentioned, please consider that, this time, your profile does not match the current requirements of the position. However, we encourage you to stay close to us and follow our pages for future opportunities. Thank you once again for your interest, and we wish you every success going forward!"

Teach for România prelucrează date cu caracter personal conform Politicii de confidențialitate și a Notei de informare a candidaților la angajare la Teach for Romania.

JOIN THE LARGEST GLOBAL NETWORK FIGHTING FOR QUALITY EDUCATION FOR ALL CHILDREN.

