

**Position:** Senior Executive, Fundraising

**Overview:**

Lions Befrienders Service Association, a leading social service agency dedicated to serving the elderly community, is seeking a proactive and results-driven Fundraiser to join our team. This highly rewarding role involves developing and implementing effective fundraising strategies to support our organization's mission and achieve our fundraising goals.

**Responsibilities**

- Achieve the annual fundraising target by assisting in outreaching and fundraising activities
- Build and manage key relationships with a diverse range of stakeholders including corporate, individual, and internal stakeholders
- Explore diverse fundraising channels and streams to build and manage the pipeline of future donors
- Collaborate with the events team to ensure smooth execution, from conceptualization and budgeting to marketing and post-event follow-up.
- Monitor, collect and interpret data to deliver insightful findings to optimize online and offline fundraising efforts.
- Manage grant application process and ensure the reporting is tracked and meet the donors' expectations

**Requirement**

- Degree / Diploma in Business Management/Administration/Digital Marketing & Communications or equivalent
- Minimum 5 years of working experience in fundraising or related field in business development/sales can be considered.
- Independent, organized, meticulous, analytical and creative with good problem-solving skills team player and interpersonal skills.
- Proven project management skills, with the ability to plan, prioritize, and coordinate multiple tasks within tight deadlines.
- Familiarity with fundraising regulations and ethical standards