

Job Title: Lead, Philanthropy

Based in: NY: Hybrid (in office 3 days a week) / Elsewhere: Remote (ideally based in ET)

Salary: The salary range for this role is \$124k-\$155k for most locations in the U.S. and \$164k-\$204k for New York City. This range is inclusive of both a team bonus and individual performance-based bonus (which are both paid out 1x a year). Our salary ranges are determined by location, work experience, and the role.

Supervisor: VP of the Americas & Global Strategy

About the Tent Partnership for Refugees:

With more and more refugees displaced for longer periods of time, businesses have a critical role to play in helping refugees integrate economically in their new communities. Tent was launched in 2016 by Hamdi Ulukaya, the CEO and founder of Chobani – a multibillion dollar food company in the U.S. – to mobilize global businesses to fill this gap by helping connect refugees to work. Today, Tent is a network of over 400 major companies committed to hiring, training, and mentoring refugees. Find out more at www.tent.org.

About the role:

The Philanthropy Lead is a newly created leadership role at the Tent Partnership for Refugees that will spearhead Tent's fundraising efforts in the United States while providing strategic oversight and operational support for fundraising initiatives across our markets. As the principal fundraiser in the U.S., this role will chart new approaches to secure support from corporate partners and corporate foundations. Beyond the U.S., the Philanthropy Lead will support fundraising efforts in other countries and equip regional teams with effective strategies, tools, and systems to drive success.

The ideal candidate is a strategic and results-driven leader who can both secure major gifts and develop the tools and materials to scale up fundraising efforts. They should have experience managing donor stakeholder relationships, a track record of securing significant funding, and the ability to translate Tent's mission into compelling opportunities for financial support. This role requires someone who is passionate about mobilizing private sector resources to advance social impact and can operate effectively at both strategic and operational levels.

Key responsibilities:

1. Spearhead and lead Tent's fundraising strategy in the U.S.

- Set clear fundraising goals and targets in collaboration with senior leadership.
- Lead relationships with corporate donors and foundations in the U.S.
- Secure 6- and 7-figure gifts from corporate partners.
- Collaborate closely with the CEO, VP of Global Strategy & the Americas, and Chief of Staff to shape long-term fundraising approaches and objectives.

2. Support Tent's fundraising strategy across all regions outside the U.S.

- Support and guide country teams and regional leads in managing relationships with corporate and foundation donors in their regions.

- Provide strategic leadership and oversight on donor cultivation strategies globally and offer hands-on support to regional teams where needed.
- Help define country fundraising targets, based on context and opportunities.
- Ensure high quality in fundraising approaches across different regions.

3. Oversee fundraising systems and operational support

- Lead the creation of data-driven, compelling fundraising materials, including pitch decks, grant proposals, and donor communications/reports that clearly communicate Tent's mission, impact, and position as a leader in private sector initiatives for refugee economic integration.
- Implement and maintain performance tracking systems to monitor and evaluate fundraising efforts, oversee grant performance reporting, and ensure compliance with donor requirements.
- Develop and maintain a system for managing the allocation of grants against staff and program costs.
- Build and implement a system to better capture outreach efforts, donor prospects, and relationships across the organization.

Essential skills/experience:

- Proven experience (15+ years) in fundraising, donor relations, and grant management, with a strong understanding of corporate partnerships and giving.
- Full fluency in English to effectively engage with Tent staff, donors, and external stakeholders.
- Proficiency in Microsoft Office, the Google Suite, and in implementing a donor management software, with strong skills in data analysis tools like Excel.
- Exceptional ability to manage multiple tasks efficiently, prioritize responsibilities, and maintain accurate records.
- Strong verbal and written communication skills to engage effectively with diverse audiences, including donors and regional teams.
- A proactive and relationship-minded attitude, approaching donor inquiries and engagement with professionalism and empathy.
- Keen attention to detail to ensure accuracy in proposals, reports, and compliance with funding requirements.
- Strong time management skills to meet deadlines and navigate competing priorities in a fast-paced environment.
- Cultural competency to work effectively with diverse groups, fostering a collaborative and inclusive work atmosphere.
- Demonstrated ability to learn quickly, adapt to new technologies and processes, and take on evolving responsibilities as Tent grows.
- Bachelor's degree in nonprofit management, business administration, communications, or a related field.

Desired skills/experience:

- Experience working internationally or within the refugee or humanitarian sector.
- Experience working in a private foundation and/or private operating foundation.
- Language proficiency in Spanish or another European language is highly desirable.
- Experience securing government grants and/or grants from foundations, philanthropies, and trusts desirable, but not required.

Desired qualities:

- A hard worker willing to go above and beyond to deliver high-quality work
- Intellectually curious, with a thirst for learning
- A willingness to roll up your sleeves and tackle new challenges
- Comfort in a fast-paced role with a relatively small, ambitious, and growing organization (with the opportunities and challenges that come with that)
- Enthusiasm to receive frequent feedback from hands-on leadership
- Excellent critical and analytical skills
- A direct and open style of communication
- A strategic operator, with the ability to find opportunities proactively and solve problems independently
- An innovative thinker, with a track record of translating thinking into action plans and output

To apply:

Please email your CV and a short cover letter to careers@tent.org as quickly as possible as applications will be reviewed on a rolling basis. If your background is a fit, we will be in touch.

Even if your experience is not a 100% match, we encourage you to apply. What we've listed are guidelines, not hard and fast rules. Tent will consider people from a variety of backgrounds and career experiences. We specifically encourage those with lived experience as a refugee to join our team.

Tent is an equal opportunity employer. Tent will not discriminate against any applicant for employment on any basis including, but not limited to: race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, marital status, predisposing genetic characteristics and genetic information, or any other classification protected by federal, state and local laws. We are dedicated to ensuring that individuals with disabilities are provided reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and to receive other benefits and privileges of employment. Please contact us to request accommodation.