

Job Description	
Job Profile	
Job Title	Community Relationship Manager - Baghbaan Ambassadors Programme
Job Location	Lahore Regional Office
Function/ Department	North
Expected Travel	Frequent
Gender	Females are encouraged to apply.
Profile Benchmarks	
Minimum Qualification	Bachelors or Masters
Experience Required	4-5 years of relationship or volunteer management, business development/fundraising experience
Knowledge and Skills	<ul style="list-style-type: none"> • Adaptable, flexible to changing circumstances • Strong planning and organizing ability • Strong communication & relationship management skills • Proficient in MS Office
Job Responsibilities	
Job Responsibilities	<p>This position will recruit, engage, retain and grow BAP volunteer base in north region.</p> <ul style="list-style-type: none"> • Manage & Assist BAP Chapters • Manage donor relationships • Organize & Manage BAP volunteer events • Attend chapter meetings • Volunteer outreach throughout the year • Appreciation events • Provide fundraising & other soft skill trainings & Tools to volunteers • Onboarding of new donors/volunteers • Volunteer/donor retention • Volunteer/Donor school visits • Respond to chapter/ senior volunteer queries • Maintain Volunteer and Donors Relations • Willing to work during weekends and late evenings

	<ul style="list-style-type: none">• Ability to present TCF in front of groups – public speaking• Support in implementing volunteer journey
Apply at:	https://careers.tcf.org.pk/job/community-relationship-manager-baghbaan-ambassadors-programme-2/
Expected Joining Date:	ASAP
Company Website:	https://www.tcf.org.pk