



Teach For Thailand is a charitable organization with a mission to develop collective leadership to expand educational opportunities for children in Thailand.

They do this through the “Fellowship Program” where they recruit high-potential candidates from all backgrounds to teach in economically challenged schools for 2 years. The participants or “fellows” work in partnership with other stakeholders in the community to provide students with an enhanced education that will allow them to shape a better future for themselves and those around them. Through their 2 years of experience, fellows gain the foundation for a lifetime of leadership and eventually become alumni working across sectors to effect change.

Over the past 10 years, Teach For Thailand has reached more than 64,000 students through 440 teachers, and empowered 99 schools and communities across 15 provinces in Thailand. In 2022 alone, 250 alumni work across sectors to collectively impact 100,000 students in Thailand.

The Role: Partnerships Associate

To achieve our mission, TFT is looking to recruit an **Associate** who will play a key role in **supporting the actions, strategies and systems undergirding Teach For Thailand's cultivation of this deep and dynamic donor pipeline**. His/her duties will range from account management, research and meeting, preparation and partnership engagement to execute expansive partnerships. A make it happen and can do attitude, disciplined work habits, and attention to detail will be keys to success in this role. The Associate will report directly to the Head of Partnerships.

Outcomes and Responsibilities:

This position will play a key role in building a strong base of supporters for Teach For Thailand's efforts by co-owning at least 30 accounts along with the functional head and CEO to increase and accelerate our efforts to build a constituency of champions and raise THB 70m annually. We hope to increase by annual target by 10% to 20% by:

- Maintaining 90% renewal rate of current donors annually
- Growing corporate and foundation donors by bringing in at least 5 new donors annually
- Building an active pipeline of at least 10 prospects for future growth

Responsibilities will include, but are not limited to:

Account Management & Partnership Engagement Support

- Act as the primary point of contact for assigned accounts.
- Escalate, track and resolve key account issues
- Deliver and execute partnerships strategy in order to support securing necessary resources (financial and in-kind) for the organization to execute the program
- Engage current partners through different levers in a creative and systematic way with the results such as inviting and taking donors to our events
- Engage and inspire prospects and advocates of Teach For Thailand in order to build lasting relationships in both short and long term
- Process cash receipt forms for pledges and gifts in a timely manner
- Maintaining systems that allow the team to understand our progress and track critical tasks
- Draft donor-related communications, such as thank you letters, email correspondence, donor's reports and donor histories for network partners

Research and Meeting Preparation

- Conduct in-depth analysis of new and existing donors to inform strategy for influencing, motivating and inspiring donors to contribute to our work
- Create strategic meeting briefs with appropriate objectives, asks, angles and donor history that anticipate potential questions from funders and proposed potential responses
- Prepare high-level landscape analysis research to build Teach For Thailand's fundraising pipeline, identifying alignment between our work and donor interests and recommending concrete next steps for the managers

Proposal and Report Development

- Prepare partnership proposals and materials, including partnership agreements and MOUs.
- Ensure all partnership terms are well-defined, mutually beneficial, and legally compliant.
- Develop an annual or quarterly report for donors

Requirements:

- 2+ years of work experience in relationship management, partnership development, business development, or related field
- Experience in fundraising, business development for business-to-business (B2B), and business-to-government (B2G) is a plus
- Being comfortable in a target-driven environment and having experience with target goal achievement is beneficial
- Good to excellent writing skills in Thai and English
- Good interpersonal communication skills
- Detail-oriented, organized and ability to prioritize multiple priorities to deliver results within deadline

Skills/Knowledge/Mindset:

- A deep commitment to education equity - a belief that all children can succeed regardless of their background
- A learning orientation - curious mind and eagerness to learn and do new things
- Ability to build and maintain high stake relationships
- Strong service-minded, analytical and result-oriented skills
- Proficiency in Microsoft Suite applications (Word, Excel, PowerPoint, Outlook) and the Internet
- Good command of English and Thai fluency is mandatory (written and spoken)
- Possess a “can-do attitude”
- Thai fluency is mandatory (written and spoken) and good command of English
- Embodiment of Teach For Thailand’s core values: Mission Comes First, Grow Together, Sense of Possibility, Act Like an Owner

To Apply:

To join us as a team member, apart from being well qualified, **you need to believe as strongly as we do in our mission and vision to ensure the success of our organization.**

Please send your resume and a one-page cover letter to careers@teachforthailand.org with the subject line of the position you are applying for. Only shortlisted candidates will be contacted.

Teach For Thailand Foundation
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