

Strategic Partnerships Lead

Continuing Education Programme

The Indus Valley School of Art and Architecture is a premier, degree-awarding institution in Karachi, Pakistan that provides education in art, design and architecture. IVS invites applications from eligible candidates for the position of Strategic Partnerships Lead in our Continuing Education Programme.

CORE RESPONSIBILITIES

- Drive overall donor cultivation and donor stewardship with new and existing donors.
- Identify and build long-term relationships with foundations, CSR programmes, development agencies, corporate sponsors and philanthropic organizations.
- Develop and manage donor proposals, including concept notes, funding proposals, sponsorship packages, presentations and donor reports, and follow up to secure financial support.
- Maintain a pipeline of funding opportunities, tracking prospects, commitments, disbursements, utilization and reporting requirements in coordination with the Finance department.
- Build strategic partnerships with public- and private-sector organizations, industry partners, schools and corporate stakeholders to secure training, programme and service opportunities for IVS.
- Conduct market research and stakeholder consultations to identify emerging needs and develop customized proposals for partnerships and revenue-generating opportunities.
- Strengthen the presence of IVS across school, corporate, industry and community networks, and promote relevant programmes and services through targeted outreach and engagement.
- Plan and coordinate customized courses, programmes and events with internal and external stakeholders, ensuring clear communication, sound logistics, and timely delivery.
- Prepare indicative budgets for programmes and events and work with relevant departments to ensure cost-effective implementation and adequate funding coverage.
- Develop outreach initiatives for underserved communities, artisans and entrepreneurs, with a focus on measurable social and community impact.
- Coordinate across internal departments to ensure effective program execution, stakeholder communication, and timely completion of agreed deliverables.

QUALIFICATIONS & EXPERIENCE

- Minimum bachelor's degree in business administration, Management, Social Development or a related field from an HEC-recognized institution. A master's degree is preferred.
- 3 to 5 years of relevant experience in management, donor or corporate relations, business development or a related field.

SKILLS

- Strong donor cultivation and donor stewardship skills.
- Excellent verbal and written communication, including proposal and report writing.
- Strong relationship-building, negotiation and stakeholder management skills.
- Sound organizational, analytical and decision-making abilities.
- Ability to manage multiple projects and deadlines efficiently.
- Attention to detail, punctuality and dependability.
- Strong understanding of MS Office, survey tools, and website content management systems.

Email your applications to careers@ivs.edu.pk
Last date to apply is October 30, 2026