

## Regional Manager (West) & Regional Manager (Central)

### About The Citizens Foundation USA (TCF-USA)

The Citizens Foundation (TCF) is a globally recognized nonprofit dedicated to providing quality education to underprivileged children in Pakistan. Since 1995, TCF has built and operates over 2,260 schools, educating more than 320,000 students through an all-female faculty of 16,500 teachers.

The Citizens Foundation, USA (TCF-USA) is a U.S.-based 501(c)(3) nonprofit that mobilizes philanthropic support for TCF's mission through a nationwide network of over 42 volunteer chapters across the United States.

### Position Overview

The **Regional Manager** provides strategic leadership for fundraising and chapter development across an assigned geographic region. This role is responsible for driving regional fundraising growth by developing and executing regional strategies, cultivating and stewarding donors, strengthening volunteer chapter engagement, expanding TCF-USA's presence into new communities, and implementing national fundraising initiatives at the regional level. The ideal candidate is a strategic relationship builder with strong fundraising, volunteer leadership, and community engagement experience who is passionate about advancing TCF-USA's mission.

### Who Should Apply

TCF-USA is seeking two experienced and committed, senior-level professionals to lead fundraising and chapter development across the assigned region (West & Central). We welcome candidates from both the nonprofit and for-profit sectors. Professionals with backgrounds in sales, business development, account management, strategic partnerships, customer success, consulting, or other relationship-driven roles with a proven track record of driving growth and managing high-value relationships are strongly encouraged to apply.

### Regions

**West:** Alaska, Arizona, California, Colorado, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington & Wyoming.

**Central:** Alabama, Arkansas, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Minnesota, Mississippi, Missouri, Nebraska, North Dakota, Oklahoma, South Dakota, Tennessee, Texas & Wisconsin.

### Key Responsibilities

#### Regional Strategy & Fundraising

- Develop and execute annual regional fundraising plans aligned with TCF-USA's national fundraising strategy.
- Achieve assigned regional fundraising goals through donor acquisition, cultivation, solicitation, and stewardship.
- Identify regional fundraising opportunities and recommend strategies to maximize revenue growth.
- Monitor fundraising performance and adjust strategies to meet annual targets.

#### Major Donor Development

- Identify, cultivate, solicit, and steward major donors throughout the assigned region.
- Build and manage a strong pipeline of prospective donors.
- Conduct donor meetings, presentations, and solicitation visits independently and alongside chapter leadership.
- Develop customized engagement strategies that deepen donor relationships and increase philanthropic support.

#### Chapter Leadership & Volunteer Engagement

- Serve as the primary relationship manager for assigned volunteer chapters.
- Partner with Chapter leadership teams to develop annual fundraising plans and regional priorities.
- Coach and support volunteers on fundraising best practices and donor engagement.
- Strengthen communication and collaboration between chapters and Central Office.
- Monitor chapter performance and provide ongoing strategic support.

#### Regional Growth & Community Development

- Identify opportunities to establish new chapters and expand TCF-USA's presence into new cities and communities.
- Recruit, engage, and onboard prospective volunteer leaders.
- Build relationships with community leaders, businesses, and strategic partners to increase regional awareness and support.
- Represent TCF-USA at networking events, community gatherings, and fundraising activities.

### Central Office Collaboration

- Partner with Central Office teams to implement national fundraising initiatives, including Monthly Giving, Peer-to-Peer Campaigns, Planned Giving, Corporate Partnerships, Corporate Matching, Cause Marketing, and other strategic fundraising programs.
- Collaborate with Major Giving, Individual Giving, Marketing & Communications, Programs, Operations, and other departments to deliver a coordinated donor experience.
- Ensure regional fundraising efforts align with organizational priorities, standards, and brand guidelines.

### Events & Stewardship

- Support the planning and execution of regional fundraising and donor cultivation events.
- Participate in donor recognition activities and stewardship initiatives.
- Ensure fundraising events reflect TCF-USA's values and donor engagement objectives.

### Reporting & Performance Management

- Maintain accurate donor, chapter, and fundraising records in CRM.
- Track regional fundraising performance, donor activity, and chapter engagement using established KPIs.
- Prepare regular reports on fundraising progress, donor pipeline, chapter performance, and regional growth opportunities.
- Utilize fundraising data and analytics to identify trends and recommend continuous improvements.

### Qualifications & Experience

- Bachelor's degree required.
- 7+ years of progressive experience in fundraising, business development, nonprofit management, or relationship management.
- Demonstrated success in fundraising, donor cultivation, or business development with a track record of achieving revenue goals.
- Experience working with volunteers, nonprofit boards, or community organizations is preferred.
- Excellent communication, presentation, relationship-building, and organizational skills.
- Strong strategic thinking and project management abilities.
- Experience with CRM systems; Salesforce experience is preferred.
- Ability to travel regularly within the assigned region.
- Passion for education, philanthropy, and social impact.

### Benefits

- 401(k)
- Flexible schedule
- Paid time off
- Paid parental leave
- Professional development assistance
- Performance-based bonus
- Health allowance

### Reports To: CEO

**Line Reporting:** 2-3 employees will report into this role.

**Pre-requisite:** Work authorization in the US is a must

**Employment Type:** Full-Time, Remote (Work from home with regular work-related travel)

**Work Location:** USA; **Central:** preferably Chicago or Houston & **West:** preferably Los Angeles or San Francisco.

**Travel Requirement:** 25–40% (Required)

**Expected Salary Range – Annual:** USD 90,000 – 125,000

*(Final compensation will be determined based on the candidate's profile and market benchmarking.)*

**How to Apply:** Interested candidates can send their resume to [faiza.aziz@tcfusa.org](mailto:faiza.aziz@tcfusa.org).