



WOMEN'S EMPOWERMENT GROUP

Post Title: Assistant Manager Fundraising

Post Code: WEG-AMFR-0725

Location: Lahore, Pakistan

Position Type: Full-time | In-Office

About Women's Empowerment Group (WEG):

WEG is a national nonprofit organization committed to advancing women's rights, leadership, and social inclusion. Through impactful programs and advocacy, we work to empower women from all walks of life. Join us in shaping a fairer, more equitable future.

Position Summary:

We are seeking a **motivated and resourceful Assistant Manager – Fundraising** to support the planning and execution of fundraising strategies. The ideal candidate will play a key role in securing funding, building donor relationships, and organizing campaigns that fuel our women-centric initiatives.

Key Responsibilities:

- Assist in developing and implementing fundraising plans and donor engagement strategies.
 - Support proposal writing and grant applications for local and international donors.
 - Research funding opportunities and maintain a pipeline of potential donors.
 - Organize fundraising events, donor meetings, and community engagement activities.
 - Maintain donor databases and contribute to reporting and documentation.
 - Collaborate with the communications team to design fundraising campaigns and digital outreach.
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Qualifications & Skills:

- Bachelor's or Master's degree in Development Studies, Business, Communications, or a related field.
- Minimum **2–3 years of experience** in fundraising, donor coordination, or NGO resource mobilization.
- Strong writing, communication, and presentation skills.
- Good organizational skills and attention to detail.
- Familiarity with women's rights or nonprofit work will be an added advantage.

Address: 2/12, M-Block, Gulberg III, Lahore

Phone: 04235883570-3

Website: www.weg.org.pk



WOMEN'S EMPOWERMENT GROUP

What We Offer:

- A purpose-driven work environment.
 - Opportunities to learn and grow in the development sector.
 - Competitive compensation package.
 - Direct impact on programs that uplift women and communities.
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How to Apply:

Send your CV and a brief cover letter mentioning **Post Code: WEG-AMFR-0725** in the subject line to:

 hr@weg.org.pk

Shortlisted candidates will be contacted for interviews.

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