

Branches of Hope
Partnerships Team
Partnerships Manager

Branches of Hope exists to restore dignity, justice, and hope to vulnerable and marginalized communities in Hong Kong. We do this by serving refugees, asylum seekers, and people who have experienced human trafficking or labour exploitation. Our mission is to care, empower, and raise awareness for people in these vulnerable and marginalised communities.

This role is a full-time position within a team of four people reporting to the Head of Partnerships/Executive Director. The role is based on a Monday to Friday work week with occasionally weekend activities (compensated with time off in lieu).

Key Responsibilities:

Strategy & Content

- Promote and strengthen the mission of Branches of Hope across all relationships and activities.
- Represent Branches of Hope in professional and community settings, communicating our mission with clarity and maturity.
- Build and manage a core relationships base with existing and new donors, prioritising meaningful engagement and long-term partnerships.
- Hold meetings with potential and existing donors in monthly basis.
- Grow individual and church donors.
- Develop and cultivate major donor relationships.
- Analyse donor data, monitor giving trends, and contribute insights that strengthen donor retention and growth.
- Contribute and shape the Partnerships strategy across events, individuals, and churches.
- Support the Partnership team in planning and executing key donor events including dinners, experiences, and other fundraising events.
- Maintain accurate and up-to-date records within donor and partnership management systems.
- Identify and recruit interns and volunteers to work with Branches of Hope where appropriate.

Requirements:

- Bachelor's degree or above preferably in sales, marketing, or business development.
- 5 years or more of relationship management, fundraising, business development or other relevant professional experience.

- Demonstrated experience in engaging, developing and maintaining partnership with individual and church.
- Proven ability to take initiative, build pipelines, and achieve measurable goals.
- Excellent spoken, written, and public communication skills in English and Cantonese (Mandarin an advantage but not required).
- A passion to mobilise people to care for the needs of asylum seekers, refugees, and those who have experienced human trafficking and exploitation.
- Self-motivated and culturally sensitive to people from diverse cultural background.
- Personal confession of Christian faith and a commitment to living it out through humility, compassion, hope, and generosity.

How to apply:

Please send your resume and cover letter to career@branchesofhope.org.hk.

Interviews will be conducted on a rolling basis.