
CAP EduPro is seeking a Major Gift Fundraising Volunteer

ABOUT CAP EduPro

CAP EduPro is a nonprofit organization dedicated to supporting youth's wellbeing in West Africa. Our mission is to facilitate the academic success of high school and university students and to support young graduates in finding meaningful employment. We begin operations in Côte d'Ivoire, with plans to expand across other West African countries.

ROLE OVERVIEW

We are seeking a Major Gift Fundraising Volunteer to join our team. This role is ideal for someone with some fundraising experience who is passionate about youth empowerment and education in Africa and has the drive to help grow a nonprofit startup. The volunteer will play a pivotal role in building CAP EduPro's individual giving program. This is a 2-month, remote, part-time, unpaid volunteer opportunity.

KEY RESPONSIBILITIES

- **Strategy Development**
 - Support the development and implementation of a major gift fundraising strategy.
 - Identify and create opportunities for unrestricted funding through individual giving.
- **Donor Cultivation & Stewardship**
 - Research, identify, and qualify prospective major donors.
 - Prepare donor briefing materials
 - Support donor stewardship activities, including thank-you communications and impact updates.
- **Fundraising Execution**
 - Assist in preparing donor proposals, presentations, and tailored communications.
 - Organize and support donor meetings, events, and networking opportunities.
- **Collaboration & Reporting**
 - Support the development of fundraising messages that align with CAP EduPro's mission.
 - Provide regular updates on progress, challenges, and opportunities.

QUALIFICATIONS

- Minimum of 2 years of fundraising experience, with a focus on individual giving and major donors.
- Fundraising experience in educational settings advantageous.
- Strong relationship-building and communication skills.
- Ability to work independently and collaboratively in a start-up NGO environment.
- Experience in donor research, cultivation, and stewardship.
- Passion for youth's wellbeing, education, and social impact in Africa.
- Work experience with startup nonprofits advantageous.
- Fluency in English or French (bilingual proficiency is an asset)

COMMITMENT

- Volunteer position (unpaid).
- Flexible hours, part-time, remote opportunity, with an estimated commitment of up to 3 hours per week over 2 months.



WHAT WE OFFER

- Opportunity to shape the fundraising strategy of a new and dynamic NGO.
- Meaningful engagement in youth's wellbeing and education across West Africa.
- Professional growth through hands-on experience in major gift fundraising.
- Recognition as a volunteer contributing to CAP EduPro's long-term impact.

HOW TO APPLY

Applications will be reviewed as they are received until November 15, 2026.

Interested candidates should send a CV, 3 professional references and a short cover letter outlining their fundraising experience and motivation to info@capedupro.org, with the email title being Major Gift Fundraising Volunteer