



Resource Development Coordinator (Full-Time)

📍 *Location: Tel Aviv (Hybrid – Flexible Hours Available)*

💰 *Competitive Salary for Suitable Candidates*

The Public Committee Against Torture in Israel (**PCATI**) is seeking a **full-time Resource Development Coordinator** to lead fundraising initiatives, manage donor relations, and oversee project development. This role is critical in ensuring the sustainability and growth of PCATI's **human rights advocacy and legal justice work**.

About PCATI

PCATI (www.stoptorture.org.il/en) is a leading Israeli **human rights organization** with over 30 years of experience in combating **torture and ill-treatment by state actors**. Through **strategic litigation, advocacy, and international engagement**, we work to hold perpetrators accountable, provide justice for victims, and drive meaningful policy change.

PCATI offers a **supportive and flexible work environment**, fostering collaboration within a committed and diverse team. The position allows for **hybrid work arrangements and flexible hours**, with a **competitive salary based on experience**.

Key Responsibilities

- **Fundraising & Grant Writing** – Develop compelling project proposals, submit funding applications, monitor project progress, and prepare donor reports.
- **Project Management & Oversight** – Ensure effective implementation of funded projects, track deliverables, and assess impact in alignment with grant agreements.
- **Donor Relations & Networking** – Identify and cultivate relationships with potential donors, including foundations, governmental bodies, international organizations, and private contributors. Create and manage an annual work plan to drive resource development activities and goals.
- **Stakeholder Engagement** – Maintain and strengthen relationships with existing funders, supporters, and partners, and represent PCATI at relevant meetings and events.

Qualifications

Required:

✓ **Fluent English (native or near-native proficiency)** with strong writing and editing skills.

✓ **Proficiency in spoken Hebrew.**

✓ **Minimum two years of experience** in grant writing, fundraising, or project planning within the non-profit sector.

✓ **Experience in project management and oversight**, ensuring projects meet objectives and reporting requirements.



- ✓ Basic budgeting experience.
- ✓ Strong organizational skills, with the ability to manage multiple tasks and work both independently and collaboratively.
- ✓ Excellent communication skills and ability to engage with a broad range of stakeholders.
- ✓ Demonstrated commitment to **human rights and PCATI's mission**.

Preferred:

- + Proven success in securing funding from **governmental and international foundations**.
- + Existing networks with donors supporting **human rights initiatives in Israel/Palestine**.
- + Knowledge of **Arabic or additional languages**.

Application Process

To apply, please submit the following documents by **February 28, 2025** to jobs@stoptorture.org.il, using the subject line "**Resource Development Coordinator**":

- **CV**
- **Cover letter (in English)**, outlining your motivation and suitability for the role
- **A relevant writing sample**

Note: Applications will be reviewed on a rolling basis, and the position may be filled before the deadline. Interested candidates are encouraged to apply as soon as possible.

For further information, please contact **Tal Steiner** at tal@stoptorture.org.il.