



Job Description – Pre-Sales Associate

Organization: Enabling Leadership (EL)

Location: [Bangalore / Chennai / Pune / Mumbai]

Position: Pre-Sales Associate

About Enabling Leadership

Enabling Leadership is a global Non-for-Profit organization that works with children from underserved communities to help them become capable, confident, and responsible leaders of tomorrow. Through our flagship programs – **EL Build, EL Play, and EL Music** – we use the power of LEGO, football, and music to nurture essential life skills, values, and leadership qualities in children.

Role Overview

We are seeking a dynamic **Pre-Sales Associate** to support our fundraising and donor engagement efforts. The role involves researching prospective CSR donors, identifying the right points of contact, and supporting the fundraising team in securing meaningful donor engagements.

The candidate should have strong **research, communication, and coordination skills**, with an eye for detail and a passion for social impact.

Key Responsibilities

- Conduct detailed research to identify potential CSR donors whose thematic focus aligns with EL programs.
- Gather and maintain accurate corporate contact details (mobile number, email ID, designation, CSR committee members).
- Build and update a master donor database to support fundraising outreach.
- Generate and schedule high-quality meetings for fundraising managers and senior leadership.
- Maintain consistent follow-ups with potential donors to build strong relationships.
- Explore innovative ways to expand and strengthen the donor database.
- Regularly update donor interactions and details in **Salesforce CRM**.
- Provide timely daily reports to managers on progress and activities.



Qualifications & Skills

- Bachelor's degree in any discipline (preferably Business, Social Work, or related field).
- Strong command of **English, Hindi**, and either **Marathi or Kannada**.
- Excellent research, written, and verbal communication skills.
- Detail-oriented with strong organizational abilities.
- Proficiency in MS Office; familiarity with **CRM tools (Salesforce preferred)**.
- Ability to work independently and as part of a team.
- Prior experience(6 months to 1 Year) in fundraising, CSR research,Concept Selling or pre-sales will be an added advantage.

Key Attributes

- Proactive and self-driven with a problem-solving attitude.
- Comfortable with **data management and reporting**.
- Passion for working in the **social sector** and contributing to impact at scale.