ASIA PHILANTHROPY CIRCLE

Mgr. / Senior Mgr., Next Gen Philanthropy

Reports to: Chief Executive Officer (CEO)
Full-time role based in Singapore (with occasional travel)

About Asia Philanthropy Circle

Asia Philanthropy Circle (APC) is a community of philanthropists who believe Asia's toughest challenges are best solved together.

Founded in 2015 by philanthropists, for philanthropists, APC today brings together over 60 members across 13 markets who share a commitment to building a more just and sustainable Asia through collaborative philanthropy.

APC is a trusted peer space: a place to share openly, learn across contexts, and build joint initiatives that no single actor could achieve alone. Its diverse community spans generations, geographies, and interests—united by a belief in the power of collective action.

Members contribute across financial, knowledge, time, and human capital—supporting social innovation for the public good, strengthening Asia's philanthropy ecosystem, and championing collaborative responses to systemic challenges. APC is a registered charity headquartered in Singapore, with roots across Asia.

About the Role

The successful candidate will lead the development of APC's growing NextGen philanthropy portfolio, building the programmes, relationships and organisational capabilities needed to support the next generation of philanthropic leaders across Asia.

As a new role and area of investment for APC, the successful candidate will take the NextGen strategy from concept to implementation—developing programmes and the NextGen community, building external partnerships, codifying learning, and establishing the systems and capabilities required for the portfolio to grow sustainably.

This is a hands-on role combining programme development, relationship management, external positioning and strong execution. The successful candidate will serve as a key external representative for APC's NextGen work, developing trusted relationships with emerging philanthropists, family foundations, APC members and ecosystem partners across Asia and globally.

The role reports to the CEO and works closely with the Senior Director, Membership & Engagement and APC's market and programme leads to connect NextGen participants meaningfully into APC's broader community, across markets, programmes, peer networks and opportunities for collaborative action.

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Key Responsibilities

1. Strategy & Portfolio Development

- Translate APC's NextGen strategy into a clear multi-year roadmap, with priorities, partnerships, budgets and measures of success.
- Lead the development and positioning of APC's NextGen portfolio, ensuring its programmes, convenings and engagement opportunities form a coherent ecosystem.
- Build strategic partnerships with relevant funders, family foundations, NextGen networks and ecosystem partners, and represent APC's NextGen work externally.
- Contribute to the longer-term sustainability and business model for the portfolio, and its integration with the wider APC community.

2. NextGen Community & Engagement

- Build a pipeline of trusted relationships with emerging Asia-focused philanthropic leaders and manage their journey from outreach to engagement in the NextGen network.
- Conceptualise, plan and deliver annual calendar of convenings and engagement experiences—including peer learning, workshops, mentorship, immersive experiences and intergenerational exchange—that strengthen connection and community.
- Work closely with APC's membership, market and programme leads to connect NextGen participants meaningfully into APC's wider community, programmes and collaborative opportunities.
- Support participants to move from learning to action through collaboration, leadership and philanthropic engagement.

3. Programme Design & Capacity Building

- Lead the design, development and implementation of APC's NextGen learning and leadership programmes, from programme architecture and curriculum development through to delivery and evaluation.
- Work closely with external consultants, facilitators, practitioners and subject-matter experts to shape content, bring in relevant expertise and ensure a high-quality, Asia-rooted participant experience.
- Facilitate and lead selected sessions directly, including peer discussions, workshops and learning activities, while coordinating external speakers and facilitators where appropriate.
- Build internal capability across APC, sharing tools, frameworks and learning with colleagues so that knowledge and delivery expertise are increasingly embedded within the organisation.

4. Insights & Field Building

- Capture participant and ecosystem insights, emerging trends and lessons learned into APC CRM
- Track participant progression and changes in philanthropic practice, relationships, leadership and collaboration.
- Develop case studies, practitioner insights and thought leadership that contribute to the field of NextGen philanthropy in Asia.
- Communicate outcomes and learning to funders, partners and relevant external audiences through owned and earned media.

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5. Programme Management & Operations

- Manage workplans, budgets, timelines, consultants and partners, ensuring strong execution and accountability.
- Maintain effective systems and documentation for participant engagement, programme delivery and institutional knowledge.
- Coordinate across APC teams and contribute to grant reporting, budgeting and organisational planning as required.

Who We're Looking For

Experience & Capabilities

- At least 8- 12 years of relevant professional experience, with demonstrated responsibility for building or leading programmes, communities, partnerships and new initiatives.
- Strong relationship-management skills, with the judgement, maturity and discretion to engage funders, UHNW individuals and senior stakeholders.
- Experience in philanthropy, family foundations or family offices, membership or community-based organizations, or leadership development is strongly preferred.
- Experience in training, curriculum design or adult learning is highly advantageous, including designing structured learning journeys and working with facilitators or subject-matter experts to deliver high-quality programmes.
- Demonstrated experience taking an emerging idea or strategy and turning it into a structured, well-executed programme or portfolio.
- Strong programme and project-management capability, including managing multiple workstreams, budgets, projects and tight deadlines.
- Ability to represent an organisation externally, build partnerships and communicate credibly with senior stakeholders.
- Strong written and verbal communication skills, with the ability to synthesise insights and translate them into clear recommendations, programme improvements and thought leadership.
- Comfort working across Asian markets and cultures; knowledge of philanthropy and family dynamics in Asia is strongly preferred.
- Sound analytical judgement and curiosity, with the ability to learn from imperfect data, test assumptions and adapt as the portfolio evolves.

About You

- You are motivated by creating positive change in Asia and by the potential of the next generation of philanthropists to contribute meaningfully to that change.
- You are a natural community builder who develops genuine, trusted relationships and brings people together around shared purpose.
- You enjoy creating something new, putting structure around ambiguity and turning ideas into sustained practice.
- You are collaborative and solutions-oriented, with the ability to work effectively across teams and external partners to solve problems and move work forward.

- You balance strategic thinking with practical execution and are comfortable operating in a small, entrepreneurial environment.

Why Work with Us?

What We Offer:

- **A front-row seat to Asia's philanthropy ecosystem**—the opportunity to work with leading philanthropists, family offices, and foundations across the region and globally
- A lean, collaborative team **where your work and voice have direct, visible, and meaningful impact**
- Opportunities to grow across communications, events, and strategic storytelling in a **high-trust environment**
- **Competitive compensation** commensurate with experience

Apply

- Candidates interested in the position are invited to submit **your CV**, with a **cover letter** outlining your motivations to hr@asiaphilanthropycircle.org.
- Include a **portfolio of relevant work** (up to 5 pieces). This may include copywriting samples, marketing materials, personal websites, event collaterals, press releases, social media content, or other design and written work that best demonstrates your capabilities.
- Please note this is a **full-time role is based in Singapore**. APC is not able to sponsor work permits for this position, and applicants should have the legal right to work in Singapore.
- Application closing date: 6 November 2026
- We review applications on a rolling basis and encourage early applications. We thank all applicants for their interest. Only shortlisted candidates will be contacted.