

Fundraising and Promotions Lead

Employer: Crime Stoppers of Sault Ste. Marie
Posted: 1 months ago
ES Job ID: 15372
Sector(s): Sales & Marketing
Salary: 21
Closing Date: March 31, 2024
Location: Sault Ste. Marie
Duration: Full Time , Temporary

Job Description:

Job Title: Fundraising and Promotions Lead

Type: 1 Year Contract, possibility of permanent full-time employment based on operational needs

Location: Crime Stoppers of Sault Ste. Marie and District of Algoma Inc.

Salary Range: \$40,950

Supervision: Coordinators and Board Chair

Position Overview:

The Fundraising and Promotions Lead is vital in developing, implementing, and managing fundraising campaigns and promotional activities for Crime Stoppers of Sault Ste. Marie and District of Algoma Inc. This position requires a creative, detail-oriented individual with excellent communication and organizational skills and a passion for advancing the organization's mission and objectives.

Responsibilities:

- 1.Devise and execute fundraising strategies to meet revenue targets, including donor solicitation, corporate sponsorships, grant applications, and event management by way of the organization's Strategic Plan.
- 2.Foster relationships with potential donors, sponsors, and collaborators to expand our support network.
- 3.Coordinate with the Fundraising Subcommittee to introduce and improve fundraising events, oversee logistics, volunteers supervision, marketing efforts, and donor appreciation.
- 4.Coordinate with Promotions Subcommittee to craft engaging promotional content across various platforms, such as newsletters, social media, media releases, and website updates to connect with donors and raise awareness.
- 5.Create opportunities to conduct presentations in the community and deliver presentations.
- 6.Ensure consistency of messaging and branding across all promotional materials.
- 7.Obtain approval, procure, and store all promotional materials.
- 8.Maintain accurate donor records and implement strategies to cultivate lasting relationships and maximize engagement.
- 9.Collaborate with the Treasurer to ensure proper processing of donations, tax receipts, and use of budgets for every fundraiser and promotional activity.
- 10.Generate regular reports and analysis on fundraiser performance and present findings to the Board of Directors monthly.
- 11.Continuously seek to improve fundraising and promotional efforts.
- 12.Attend monthly board meetings and additional subcommittee meetings, which may occur outside of regular business hours.
- 13.Fulfill any other duties as assigned by the Coordinator and Chair.

Required Skills:

Qualifications:

1. Education and experience in the following areas preferred: communications, marketing, nonprofit management, or related fields.
2. Commitment to the organization's mission and values.
3. Exceptional verbal and written communication skills.
4. Strong project management abilities and excellent organizational skills.
5. Ability to build and maintain positive relationships with stakeholders.
6. Creative problem solving skills and strategic thinking.
7. Proficiency in related software.
8. Understanding of fundraising and promotions best practices.
9. All applicants must have a valid Ontario Drivers License.
10. Excellent time management skills and the ability to work independently.

Requirements:

- Ability To Travel
- Access To Vehicle
- Driver's License
- Security Clearance

How to Apply:

Note: This job description outlines essential responsibilities and qualifications but may evolve over time.

To apply for this position please submit your resume and cover letter to the attention of the Hiring Committee ? Michael Goodship, Chair/Treasurer at michael@saultcrimestoppers.com.

The vacancy will remain open until the position is filled. Applications will be reviewed as received. We thank everyone who applies, but only the individuals selected for an interview will be contacted.