



**\*\*\* JOB ANNOUNCEMENT \*\*\***

**Job Title:**

**Resource Development Manager**

**Organization Information:**

Partners is a nonprofit agency that empowers youth and community members to achieve their full potential through mentoring, prevention education, and strategic partnership.

**General Job Description:**

The Resource Development Manager is responsible for fundraising strategy and execution for the organization. This position will focus primarily on special event fundraising and individual and corporate donor cultivation and stewardship, as well as supporting marketing efforts, community engagement, and volunteer recruitment. This is a full-time, non-exempt position with benefits.  
Annual Salary Range: \$42,000-\$47,000

**Minimum Requirements:**

- Bachelor's degree in relevant field, **or** 4 years of transferrable experience
- Demonstrated knowledge of fundraising practices and principles
- Detail-oriented and organized with excellent written & verbal communication skills
- Computer skills including proficiency in Microsoft Office

**Desired Requirements:**

Preferred 2+ years' experience in event planning, donor development, sponsorship cultivation, volunteer committee management, and/or grant writing. Proficiency in CRM platforms, email marketing software, graphic design tools, and WordPress.

**Deadline:**

**Priority deadline: September 26, 2022**  
**Open until filled**

**Submit Cover Letter &  
Resume to:**

[jobs@poweredbypartners.org](mailto:jobs@poweredbypartners.org)