

Individual Donations Coordinator



Details

Reports to: Development & Partnerships

Time: 5-10 hours per week

Location: Remote, flexible within the U.S.

Travel: 10-15% local travel to meet partners may be required

Overview

The Individuals Donation Coordinator will play a vital role in shaping ESW's small donor and monthly giving program. This volunteer will design fundraising programs with the Executive Director and execute them on a regular basis. The Individual Donations Coordinator will maintain and grow a portfolio with a focus on less than \$5,000 per donation. While fundraising experience is not required for this position, we are looking for someone eager to get their hands dirty with nonprofit development.

About Engineers for a Sustainable World

Engineers for a Sustainable World is a nonprofit network made up of people passionate about technical sustainability. We consist of 1,500 student and professional members across 50 chapters at colleges and universities. We work to empower engineers to tackle the biggest sustainability challenges of the 21st century. ESW members have created everything from solar charging stations on college campuses to devices that collect waste in rivers to community-designed structures that promote earthquake resilience.

Responsibilities

The Individual Donations Coordinator will be responsible for:

- Designing new small donor and monthly giving programs to meet ESW's financial goals
- Creating strategies to build out ESW's donor list
- Implementing donor acquisition and cultivation strategies
- Executing the small donor and monthly giving programs
- Assisting the Director of Corporate Partnerships executing an annual giving plan
- Tracking our fundraising success in Nationbuilder, our CRM

Desired Qualifications

- (Desired) Prior experience in nonprofit fundraising
- (Plus) Experience working with a nonprofit network or association
- 1-3 years of fundraising and development experience
- Demonstrated experience meeting fundraising goals and coordinating donor relations
- Track record or ability to building strong relationships with various types of people
- Experience using digital tools such as Google Suite, Slack, NationBuilder (or other CRMs with donation data) and video conference (we use Zoom).