



Fundraising Director Application

Position: Fundraising Director

Job Type: Volunteer

Time Commitment: 2.5-5 hours/week

About us:

The Beta Chi Theta Education Foundation established in 2015, exists to provide Beta Chi Theta members with educational resources that are in line with the founding values and principles of the fraternity, scholarships to help students be active members in the fraternity and provide leadership development opportunities for members on their campuses and at regional and national fraternity events.

About the Position:

The Foundation is seeking to appoint a Fundraising Director (FD) to its executive team. The FD will be responsible for developing and implementing various strategic initiatives aimed at increasing donations made to the Foundation and will report directly to the Foundation's Executive Director. Specific responsibilities include:

- Owning and maintaining donor database
- Coordinating Alumni events (meet-ups, donor dinners, etc.)
- Developing and managing regional donor governance model (regional director structure)
- Developing strategic programs focused on developing long-term relationships with donors
- Cold-calling potential donors and developing strategies that reduce the gap between initial outreach and securing a donation
- Special projects as assigned by the Foundation's Executive Director

What you need:

- BA/BS degree
- Background in sales and/or non-profit fundraising (preferred but not required)
- "Bulldog" mentality – demonstrates persistence and grit
- Strategic vision for the Foundation and the ability to own large-scale projects from ideation to execution
- Time – this position requires a time dedication (2.5-5 hrs/week), so please ensure you have the appropriate bandwidth to dedicate to this role before applying

To apply, please submit the following documents:

- Copy of most recent resume
- Letter of recommendation from a Beta Chi Theta Alumnus
- Essay on your vision for the Foundation and how your background and skill-set can add value (500-word max)

To apply, please submit accompanying documents to foundation.director@betachitheta.com by August 22, 2016.