

Scouting America, Quivira Council

Position Description: **Fundraising Executive**

Scouting America (formerly the Boy Scouts of America) has been America's premiere youth development program since 1910. Quivira Council provides professional service to the Scouting movement in 49 counties across Southern Kansas. The Fundraising Executive position serves to bolster the annual fund development efforts of the organization. This full-time, entry-level position is under the supervision and mentorship of the Major Gifts Director. Scouting background/knowledge/experience is preferred but not required to apply.

Compensation: \$45,000 / year + monthly stipends for phone and vehicle usage + mileage reimbursement

Responsibilities:

- Aggressively prospect and solicit support for the annual Investment in Character campaign.
- Steward strong relationships with a portfolio of supporters through exceptional service, thoughtful recognition, personal communications, and meaningful interactions.
- Manage the planning and execution of two annual fundraising events and provide support to the Major Gifts Director for two other events. Recruit and work closely with volunteer committees, secure corporate sponsorships, collect auction items, and coordinate logistics with venues, event planners, speakers, etc.
- Coordinate effective digital campaigns including Donor Advised Funds Day, Giving Tuesday, End of Year, etc.
- Support the overall philanthropic efforts of the organization with donor research/cultivation, unit visits, data entry/collection, proposal preparation, event planning, public presentations, and other duties as assigned.

Desired Skills:

- Excellent interpersonal skills, naturally calls via phone before sending emails
- Efficient and aggressive in efforts to meet goals
- Skilled in public speaking and interacting with diverse audiences
- Tenacious in researching and pursuing opportunities that will bring success
- Committed to ethical practices and focused on helping others
- Reliable, punctual, responsible, enthusiastic, creative
- Fundraising, non-profit, and/or sales experience is desirable
- Scouting background is highly beneficial but not required

Requirements:

- Must be willing to accept and meet Scouting America's leadership and membership standards.
- Subscribe to the Scout Oath and Law.
- Bachelor's Degree preferred but not required if applicant has the appropriate work experience.
- Attained 21 years of age or older unless prohibited by any applicable law.
- Ability to work varied hours when necessary - evening activities and weekend work are frequently required to achieve positive objectives.
- Ability to travel for training at least once a year for one week.
- Offers for employment are subject to criminal, reference and motor vehicle background check.

Benefits: Professional Scouting offers benefits to include major medical, prescription coverage, dental, vision, life insurance, short and long-term disability, accidental death, plus compensation for authorized and approved business-related expenses to include phone, and mileage reimbursement. We also offer generous Vacation/PTO and holiday observances.

*Please send cover letter, resume, and references to **Michael.Redondo@Scouting.org***