

Fundraiser Coordinator

Rize Beyond helps adults get their GED and provide them with the support they need to be successful. Their goal is to be successful and achieve self-sufficiency. Most students lack support and have barriers to overcome. The Fundraiser Coordinator will assist with all aspects of donations so that we have funds to fulfill our mission and purpose.

Fundraiser Coordinator responsibilities consist of the following:

- Must have good communication, leadership, and organizational skills, be detail oriented.
- Be able to research fundraising best practices and ideas, identify potential donors, and develop a communication strategy for donors.
- Create a strong fundraising message that appeals to potential donors.
- Strategize and execute fundraising campaigns or events that will lead to solicited donations for the organization.
- Maintain records of donor information for historical data and future use.
- Debrief and evaluate the success of fundraising events.
- Train volunteers in fundraising procedures and practices.
- Work with Executive Director to ensure that all legal reporting requirements are satisfied, and our charity solicitation permit renews every two years.

Qualifications: Ideal candidates will possess the following qualifications:

- A high school diploma or GED.
- Willing to receive training and is teachable.
- Ability to commit to at least a year of volunteering with the organization.
- A commitment to being reliable, responsible, and dependable, and fulfilling obligations.
- Volunteer at least 10-15 hours a week.

A background check is required.

This is a volunteer opportunity.