

**Job Title:** End-of-Year Fundraising Campaign Contractor  
**Reports To:** Development Director  
**Contract Dates:** October 12 - January 7  
**Commitment:** 10-20 hours/week  
**Rate:** \$25/Hour



Since 1990, the [“I Have A Dream” Foundation of Boulder County](#) (IHDF) has helped over 1,000 children from low-income areas achieve their education and career goals by providing long-term personal and academic support, tutoring, mentoring and four-year tuition-assistance scholarships to each graduating student. Currently, there are 11 “I Have A Dream” cohorts in Boulder County, in Boulder, Longmont, Lafayette and Carbon Valley. “I Have A Dream” has 32 staff members, 30 Notre Dame AmeriCorps members and an annual budget of \$4 Million. The “I Have A Dream” program follows the national model established in New York in 1981 by founder Eugene Lang. Since then, 200 programs nationwide have served more than 17,000 students.

**Position Summary:**

This is a contractor position to manage IHDF’s end-of-year fundraising program with support from the Development Coordinator, Development Director, and Donor Relations Manager. We are looking for an experienced non-profit Marketing & Communications professional with a successful track record of fundraising campaigns utilizing a multi-channel approach including peer-to-peer, mobile, virtual events, and video. This person will contribute to the campaign’s strategy, design and messaging, and will oversee the execution of the program.

**Duties & Responsibilities:**

- Create visual identity for the campaign
- Create communications strategy based on list segmentation from Salesforce
- Design email communication in Campaign Monitor
- Utilize features of Classy for landing page, peer-to-peer, and crowdfunding elements
- Brainstorm innovative strategies to reach new donors/monthly donors
- Create campaign to Increase social media following
- Support #GivingTuesday and Colorado Gives Day
- Create Thank You strategy

**Experience with the following platforms is required:**

- Campaign Monitor
- Salesforce
- Classy

**Desired Qualifications:**

- Able to quickly assimilate the ethos and branding of an organization and align creative ideas with the mission
- Willingness and ability to take feedback in stride and availability to adjust schedule based on needs and tight end-of-year timelines
- Ability to successfully project manage multiple areas

**How to Apply:**

Submit cover letter, resume, and any supporting documents to Danielle Staunton, Director of Development, at [danielle.staunton@ihaveadreamfoundation.org](mailto:danielle.staunton@ihaveadreamfoundation.org) and to the "I Have A Dream" Foundation of Boulder County's Human Resources Department at [hr@ihaveadreamboulder.org](mailto:hr@ihaveadreamboulder.org) with "Fundraising Contractor" in the subject line.