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JOB ANNOUNCEMENT

Training Director

The Grassroots Institute for Fundraising Training (GIFT) is a multiracial organization that promotes the connection between fundraising, social justice and movement building. We believe that how groups are funded is as important to achieving their goals as how the money is spent, and that building community support is central to long term social change. We provide analysis, training, and resources to strengthen organizations, with an emphasis on those focused on social justice and based in communities of color. We also publish the bimonthly magazine *Grassroots Fundraising Journal* and host *Money for Our Movements: A Social Justice Fundraising Conference*.

We are seeking a full-time staff person to join our team of five staff, working in partnership with our larger constituency of board members, program participants, customers, donors, partner organizations, contractors, volunteers, and trainers. **The training director is a new position that will play an important role in managing our various training programs and supporting our Trainers Network.**

We have a small office with a casual but hard-working environment. This is a great opportunity for an experienced fundraiser and trainer who wants to contribute to the leadership of a social justice organization. This position is also a lot of fun, with frequent interaction with organizations, trainers, and fundraisers from around the country.

Job Responsibilities Include:

- Contributing to the organization's vision and helping create a sustainable and healthy organizational culture
- Managing our training program, including responding to training inquiries and RFPs, submitting proposals, negotiating contracts, assigning trainers, and scheduling our webinar series
- Supporting our national Trainers Network, including coordinating our Training for Trainers Program, responding to inquiries from trainers, helping create curricula/agendas/handouts, and creating ways for trainers to support each other
- Co-coordinating the Fundraising Academy for Communities of Color, a project run jointly with CompassPoint Nonprofit Services
- Launching our new Fellowship Program for people of color who are new to fundraising

- Co-leading the program work for our biennial conference, including working with a volunteer committee to coordinate plenary sessions, workshops, consulting, and discussions
- Nurturing and supporting new and existing peer networks of fundraisers
- Participating in shared organizational fundraising activities
- Co-creating an organizational culture that embraces good work, transparency, team building, shared decision-making, laughter, and celebration
- Identifying skilled social justice activists and fundraisers to join GIFT as trainers, interns, writers for the *Grassroots Fundraising Journal*, and board members
- Participating in staff meetings and board meetings
- Shared administrative duties

Desired Qualifications:

- Committed to the political goals of GIFT and the intersections of fundraising and movement building
- At least two years of training experience and some curriculum development experience, preferably in grassroots fundraising
- At least two years of grassroots fundraising experience
- Organized, detail-oriented, and able to manage several projects at once
- Strong verbal and written communication skills
- Able to problem-solve, handle conflict, hold others accountable, practice direct communication, and support others to do the same
- Able to work independently and as part of a team
- Able to take initiative and develop new processes
- Some familiarity with GIFT and its programs is preferred
- Bilingual in Spanish/English is a plus

This is a full-time position in our office in Oakland. Salary is \$43,000 to \$48,000 depending on experience, plus health and dental benefits and generous paid time off. Occasional work in the evening and on weekends, occasional travel.

Please apply by August 31st. Applications are reviewed on a rolling basis and we encourage you to apply early. **Email a cover letter, resume, and three references to jobs@grassrootsfundraising.org.**

People of color are strongly encouraged to apply. GIFT is an EOE and queer-friendly employer.

Note: GIFT's national conference, Money for Our Movements 2012: A Social Justice Fundraising Conference, is happening August 10-11 in Oakland, \$250 per person. If you are interested in attending, please register by July 31st. It is an opportunity to meet the staff and board and to gain a better understanding of GIFT and its community. It is in no way required and attendance will not be a deciding factor in hiring.