



## **Trustbridge - Philanthropy Manager**

### **JOB SUMMARY**

Responsible for identification, cultivation solicitation and stewardship of gifts and sponsorships to the Foundation. This would include both individual, corporate donors and foundations. This position is goal oriented and will have a minimum annual fundraising component. Demonstrates support to the Sr. Director for the overall success of the market. The Resource Development team works collaboratively on fundraising goals and the ability to work efficiently and as a member of a team is a required.

### **DUTIES AND RESPONSIBILITIES**

- A. Education/Regulatory Requirements:
  - o Bachelor's degree or an Associate Degree with an additional 2 years of commensurate experience in lieu of degree.
  - o At least five years' experience in customer relations, marketing, development or related field. CFRE preferred.
  
- B. Skills:
  - o Tangible experience of having expanded and cultivated existing donor relationships over time.
  - o Ability to influence and engage a wide range of donors and recruitment of volunteers.
  - o Strong organizational and time management skills with exceptional attention to detail and ability to manage multiple tasks and projects at a time.
  - o Basic knowledge and proficiency in Microsoft Office Suite and experience with Raiser's Edge or similar donor database software.
  - o Knowledge and proficiency in event based fundraising environment including committee recruitment and event administration, including return on investment (ROI).
  
- C. Professional Requirements:
  - o Excellent communication skills, both written and oral including large and small group presentations.

Contact information:

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### **About Strategic Philanthropy:**

Strategic Philanthropy, Inc. a south Florida based company, was founded on the belief that effective corporate giving can be so much more than simply writing a check to charities and nonprofits who ask for your help or involvement. It is our belief that when a company aligns its charitable giving with a strategic approach and measurable outcomes, the power of giving enhances a company's brand, image and strengthens the relationships and partnerships within the community.

In short, Strategic Philanthropy gets hired by companies to give away their money to nonprofits that meet a company's business goals and objectives. As you can imagine, we have many relationships with the nonprofits in our community. We value all of the programs and services they have to offer and work with them to help promote positions that are available within their organization so that they may find the best talent possible.

For future job postings, follow us on:

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