



Fundraising Coordinator: Job Description

The Fundraising Coordinator is a new role on the staff of Exponent II. The organization hopes to build a marketing and fundraising team to increase financial sustainability, and the Fundraising Coordinator would be the first position filled on this team. The Fundraising Coordinator must be committed to Exponent II's mission to build an intersectional community that amplifies marginalized voices and advocates for equality through art and sharing personal experiences.

Because this is a new role, Exponent II is open to collaboration on what this role may look like, and is willing to tailor it to the right candidate. The Fundraising Coordinator would support all pillars of Exponent II—the magazine, blog, and retreat. The primary responsibility would be to raise funds through approaches that suit the individual's strengths and interests -- e.g., applying for grants, running online campaigns. The role could take many different forms.

Potential Desired Skills/Experience

- Strong verbal and written communication skills
- Taking a creative approach to various types of fundraising
- Marketing strategy
- Researching grants and writing grant applications
- Researching potential prizes/contests and spearheading application process
- Designing direct-mail and/or social media fundraising campaigns
- Understanding of and interest in Mormon art and stories
- Willing to accept a diversity of voices and worldviews within the parameters of the organization while keeping a balance among the many different faith journeys represented in the group.

Timing, Commitment, Location and Compensation

- The incoming Fundraising Coordinator would assume the position as soon as possible with flexibility and input on what the role might look like.
- Ongoing time commitment can vary greatly depending on the week and the person's work style, though we anticipate an average is 1-3 hours/week depending on the current projects.
- Location can be anywhere, although navigating time zones that differ significantly from those in the mainland US could pose some challenges.
- This is a volunteer position, though Exponent II is working toward being able to compensate staff members. Part of the work of this role would be to help move the organization in that direction.
- This is a year-long position with an opportunity to revisit the role at the end of the period.

If interested, please send a cover letter and resume to board@exponentii.org by August 15, 2021. Please include in the cover letter how you would propose to focus this position.