



Job Description: Contract Fundraiser

Position Title: Contract Fundraiser

Reports To: Executive Director

Contract Type: Independent Contractor

Location: RDU preferred- Remote possible

Compensation: Commission-based (tiered structure)

Organization Overview:

The Black Farmers' Market (BFM) is a community-focused nonprofit organization dedicated to cultivating self-sufficient roots by encouraging healthy communities and supporting current and future Black farmers and entrepreneurs.. BFM serves as a platform for Black farmers and entrepreneurs to connect with local consumers, share their stories, and promote sustainable food systems.

Position Overview:

The Black Farmers' Market is seeking a motivated and experienced Contract Fundraiser to secure financial resources from individual donors, businesses, foundations, and other funding sources. This role is essential to advancing our mission of cultivating self-sustaining communities by supporting Black farmers and entrepreneurs. The Fundraiser will work on a commission-only basis, with goals tied to the organization's fundraising campaigns, including the \$100,000 "More Than a Market" campaign for 2025.

Key Responsibilities:

- **Donor Engagement:** Identify, solicit, and cultivate relationships with prospective donors, sponsors, and grant-making entities.
- **Proposal Development:** Prepare and submit compelling proposals and sponsorship packages tailored to potential funders.
- **Outreach and Stewardship:** Assist in donor outreach and stewardship efforts, including maintaining ongoing communication and recognition.
- **Strategic Fundraising:** Provide strategic guidance on fundraising approaches, helping to align efforts with organizational goals.
- **Performance Reporting:** Maintain accurate records of outreach activities and secured funds. Provide regular updates on performance goals, including donor conversion rates, average gift size, and total revenue.

Deliverables and Expectations:

- Develop an outreach plan including a database of potential donors, a communication timeline, and supporting assets (e.g., call scripts, email templates).
- Raise funds to meet or exceed the \$100,000 campaign goal.
- Attend weekly meetings (bi-weekly after the initial two months) with the Executive Director to provide status updates.
- Ensure all secured funds are documented and verifiable.

Compensation Structure:

- Tiered commission based on funds secured:

Qualifications:

- Proven experience in fundraising and donor development, particularly within nonprofit organizations.
- Exceptional communication, negotiation, and relationship-building skills.
- Ability to work independently and meet defined fundraising goals.
- Familiarity with nonprofit fundraising ethics and compliance requirements.
- Strong organizational skills and attention to detail.

Contract Terms:

- The contract begins February 2025, for a six-month term, with potential renewal upon mutual agreement.
- The contractor will maintain confidentiality and align with the organization's mission and ethical standards.
- This is an independent contractor role with no benefits or employee-related obligations.