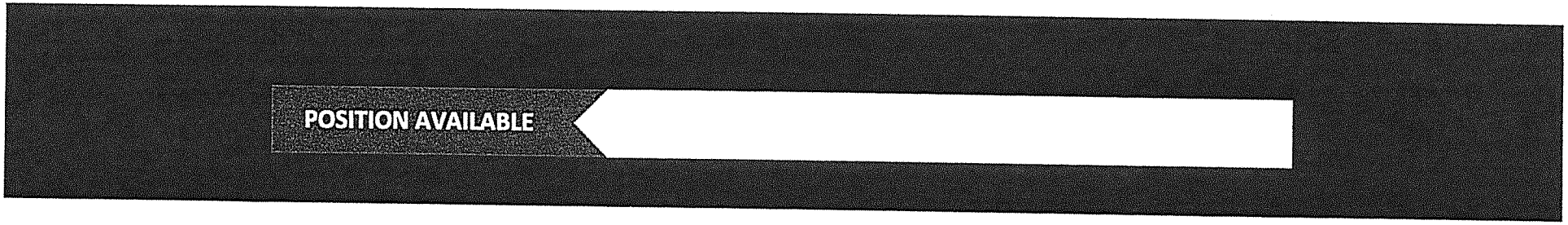
(c)

Gouveia, Susan

From: Lashway, Lisa
Sent: Tuesday, August 12, 2014 4:24 PM
To: Canning, Sean; Gouveia, Susan
Subject: FW: Position Available: Director of Development & Community Outreach

Lisa Lashway
Mt. Olive Twp. Clerk
973-691-0900 Ext. 7291
FAX 973-691-2080
PO Box 450
Budd Lake, NJ 07828

From: NOFA-NJ [mailto:sclerico@nofanj.org]
Sent: Tuesday, August 12, 2014 3:49 PM
To: Lashway, Lisa
Subject: Position Available: Director of Development & Community Outreach



Job Title:
Director of Development and Community Outreach

Program: **Membership Services, Fundraising, Volunteers, & Outreach**

Position: **Part-time/hourly to start with full-time potential**
Must produce revenue goals for position to be sustained

Reports to: **Executive Director**
Date of Document:
August 1, 2014

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APPLY NOW

Summary Description: This job exists to assist the Executive Director and to lead the organization's fundraising, membership and outreach initiatives. Serves as a key staff member and fills in for Executive Director at events and appearances when she is not available.

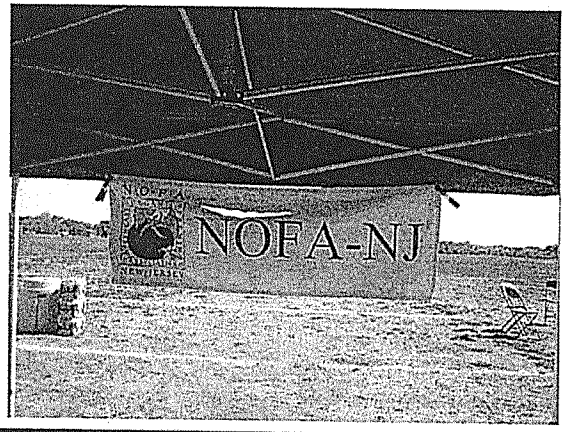
Supervises: Membership Services, Farm & Food Guide Publication, Annual Campaign, Leadership Giving, Corporate Sponsorships, Media communications, Volunteers and Ambassador Program.

Principal Responsibilities: Effectively manage NOFA-NJ relationships while growing revenue through membership, sponsorship, individual donations and grant writing. While there are a variety of activities associated with this position, heavy emphasis is on managing the organization's grant program.

Position Requirements: We are seeking an experienced development professional with excellent writing and communication skills and a proven track record in marketing and development for a non-profit organization. Candidate must have creative vision with the ability to strategize. Must be independently motivated, highly organized, and able to work in a team setting. Best applicant will possess strong writing, communication and interpersonal skills.

Passion and understanding about organic food and farming a must. Bachelor's degree strongly preferred. Some statewide car travel necessary. This position is at will and comes with the expectation that it exceeds revenue goals year over year.

For full position description and application instructions CLICK HERE



Northeast Organic Farming Association, 334 River Road, Hillsborough, NJ (908)371-1111 www.nofanj.org

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