



January 23, 2012

Fund Development Volunteer

Nature and Scope:

Fund Development volunteers raise funds and build awareness for the Strong Kids Annual Campaign with a focus on face-to-face solicitation as well as encouraging new donor acquisition through online storytelling. These volunteers report to the volunteer Campaign Chair and the Fund Development Assistant.

Fund Development volunteers should be comfortable approaching people in the community to request financial support for the work of the YMCA-YWCA of Greater Victoria. Training and orientation to the role is provided and the following supports are in place:

- YMCA fundraising staff support (gift processing, campaign questions, prospect lists, technological support for viral component)
- Campaign tip sheets and materials.
- Easy to use online training module.
- Strong Kids Campaign materials (t-shirts, brochures, postcards, pledge forms)
- Strong Kids Campaign website (where your story can be shown and online gifts can be made)

Responsibilities:

- Being available for the time required to ensure a successful Campaign
 - The variety of roles enable flexibility in time commitments
- Attend Campaign training sessions as available
- Understand the Campaign goals, the Mission of the YMCA-YWCA, and who will benefit from the funds raised
- Make your own thoughtful and appropriate gift toward the Campaign
- Attend in person or participate by phone in scheduled progress meetings
- Build your list of prospects, with help from the Strong Kids team and make effective contact with prospects using face-to-face asks
- Work with the Strong Kids team to ensure donors are properly followed-up with and thanked
- Help your team reach the campaign goal

Qualifications:

- An understanding and appreciation of both the work to the YMCA-YWCA and the importance of philanthropy
- Organized, reliable and dependable
- A clear Criminal Reference Check is required.

Please forward applications to:

Assistant, Fund Development
851 Broughton Street
Victoria, BC V8W 1E5
Fax: (250) 380-1933
Email: mmchenry@victoriay.com

The YMCA-YWCA of Greater Victoria is an equal opportunity employer.