



Advancement Manager

Friends World Committee for Consultation, Section of the Americas seeks a creative Advancement Manager to join our small, friendly and successful team nurturing faith, hope, and resilience.

About the Organization

The Friends World Committee is a dynamic Quaker organization where you can make a real impact in advancing our mission of understanding and connection among Friends of diverse backgrounds. Quakers are quietly making positive contributions in a wide variety of fields, around the world. FWCC supports Friends in becoming the Quakers the world needs. Our board and all of our program committees are bilingual, and theologically, culturally, and geographically diverse. We envision a thriving and integrated network of Friends throughout the Americas woven together in transformative faith, learning to *love, listen, and witness*.

We raise funds from individuals and families, constituent Quaker meetings and churches, and foundations, primarily in the United States. The Advancement Manager position is the vital next step in our plan to grow the organization from \$300,000 to \$500,000 annually through a combination of individual gifts and grants. The opportunities for personal and professional growth are extraordinary as we prepare for a major campaign in the next five years.

For more information, visit www.fwccamericas.org.

About the Position

The Advancement Manager is a new full-time position based in Philadelphia. You will be well supported by the Executive Secretary who is an experienced fundraiser, as well as a collaborative team of specialized consultants and dedicated volunteers. The work will allow you to use your excellent communication skills, including written and in-person solicitation of donors, and hands-on database skills. You will have the challenge of engaging in all aspects of the FWCC fundraising program including:

- Annual fund
- Major gifts
- Grant writing & reporting
- Planned giving
- Communications
- Volunteer engagement

Connecting Friends, crossing cultures, changing lives

Requirements for candidates

- Experience raising money, professionally or personally, is essential.
- Three years related experience in non-profit management, fundraising, sales, public relations, or marketing. Technologically proficient in basic office and fundraising software.
- Sensitivity to the wide range of spiritual practices and beliefs of the Religious Society of Friends (Quakers). Discretion, integrity, and respect for confidentiality.
- Ability to build supportive relationships in a variety of cultural contexts. Flexibility to work with volunteers and travel throughout North America.

Compensation: Competitive compensation based upon experience.

Application process:

The position is expected to begin on or before October 1, 2019. Applicants may email resumes and cover letters to:

Robin Mohr
Executive Secretary
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