

JOB ANNOUNCEMENT

Corporate Alliance Manager – Inland Empire Make-A-Wish® Orange County and the Inland Empire

JOB SUMMARY:

This position is responsible for identifying, cultivating and soliciting local corporate and community partnerships to achieve established financial goals for Make-A-Wish Orange County and the Inland Empire. This individual also serves as a liaison to our National Corporate Alliances team, partnering on opportunities that involve our network of chapters throughout the U.S, as well as providing support for internal and external fundraising events.

This is a full-time position located in our Riverside location, within the Development Department that reports directly to the Chief Development Officer.

JOB/POSITION RESPONSIBILITIES:

- Secure meetings with potential partners to pitch sponsorship packages tailored to meet the needs of the prospective donor throughout the Inland Empire, including the Coachella Valley and Palms Springs region
- Manage chapter participation in national corporate alliances as assigned including the utilization and incorporation of MAWFA Daily Wish resources as appropriate
- Representative for Inland Empire civic and professional groups (chambers, rotary, etc.)
- Supervise Development Coordinator and manage and oversee interns as they are requested and/or assigned to projects
- Work with community and corporate hosts to manage external events and cause marketing campaigns
- Assist with other tasks as assigned.

JOB/POSITION QUALIFICATIONS:

- Bachelors Degree
- 3 - 5 years of experience in fundraising (donor identification, cultivation, solicitation and stewardship) or sales
- Working knowledge and familiarity with Inland Empire communities (Riverside and San Bernardino counties)
- Management experience or acceptable related experience
- Strong computer skills (Microsoft Word, Access, PowerPoint, Excel and Outlook) and fundraising database management skills, preferably Raiser's Edge

COMPENSATION:

Salary is \$45k-55k per year DOE.

TO APPLY:

Send a cover letter and resume (include three references) to getinvolved@wishocie.org (Use the subject line: "Corporate Alliances Manager– your name")

No phone calls please.