

MAKE-A-WISH OF GREATER LOS ANGELES

JOB DESCRIPTION

Manager, Community and Group Fundraising

\$68,640 - \$75,000

Job Title: Manager, Community and Group Fundraising

Department: Advancement

Reports To: Vice President of Advancement

FLSA Status: Exempt

Organization Overview: Make-A-Wish creates life-changing wishes for children with critical illnesses – many of whom go on to beat their illnesses and credit the wish with giving them the physical and emotional strength they need to persevere. Working at the #1 national charity operating locally, you will have the opportunity to help children with critical illnesses to reclaim their childhood, families to experience life beyond illness, and entire communities to rally together in moments of transformational joy. Make-A-Wish is the only organization with such a unique ability to restore hope for children and families who have experienced the emotional and mental trauma of fighting pediatric critical illness.

Position Summary: Make-A-Wish Greater Los Angeles is seeking a dynamic fundraising professional to lead and grow our community-based and 3rd party fundraising initiatives. The selected candidate will support peer-to-peer fundraising, 3rd party event engagement, and key mission-driven affinity groups such as the Young Professionals Council (YPC), Wish Alumni, and Real Estate Division. They will play an important role in increasing revenue for the chapter while building strong relationships across donor, community, and volunteer

networks. Strong communication skills, project management experience, and a passion for community-based philanthropy are essential.

Responsibilities:

Community & Peer-Led Fundraising

- Lead the chapter's third-party fundraising program, including strategy for promotion (developing toolkits, resources, and communication templates) to support fundraisers.
- Recruit and support community members, families, and advocates to host fundraisers benefiting Make-A-Wish Greater Los Angeles.
- Manage digital fundraising pages and peer-to-peer platforms; regularly conduct ROI analysis of third-party program and report performance metrics and identify growth opportunities.

Group & Experiential Fundraising

- Grow and manage engagement and stewardship opportunities for the Young Professionals Group and Youth Leadership Council; schools and student/youth led clubs, volunteer ambassadors and corporate workplace giving/community relations teams.
- Support and attend third-party events to represent chapter independently, including collaborating with the Programs team to identify ambassador Wish Alumni and Families.
- Support activation of Wish Alumni and Wish it Forward program.
- Lead planning, coordination, and donor cultivation efforts for Real Estate Division and annual Poker Tournament and annual membership drive.
- Coordinate with the Manager of Annual Giving Programs to ensure donor conversion, retention, and upgrade strategies are aligned across campaigns.

Corporate Engagement & Activations

- Collaborate with Advancement leadership to support and attract corporate partnerships and activations including fundraising campaigns, events, cause marketing, and internal employee giving efforts, and corporate sponsorships.

Qualifications:

- 3 – 5+ years of professional experience in fundraising, community engagement, or peer-to-peer and digital marketing campaigns.
- Experience managing or supporting third-party programs and group fundraising initiatives.
- Strong relationship building, project management and communication skills.
- Experience utilizing CRM's and digital fundraising tools.
- Self-starter with the ability to manage multiple campaigns simultaneously while maintaining attention to detail.
- Experience working with volunteers, committee members, or young professional membership groups.
- Familiarity with corporate social responsibility, workplace giving programs, and cause-marketing campaigns.
- Event planning experience is a plus, particularly in donor-facing or committee driven contexts.
- Proactive, organized, and comfortable leading in both strategy and execution.
- Willingness to work evenings and weekends to support events.
- Ability to balance multiple priorities with strong attention to detail.
- Comfort representing a nonprofit in public and professional settings.

Benefits include: health, vision, dental, short and long-term disability insurance; paid time off, and paid holidays.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit and use hands to finger, handle, or feel. The employee is frequently required to talk or hear. The employee is occasionally required to stand and walk. The employee must be able to occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision.

Interested applicants should email resume and cover letter in PDF format to:
hr@la.wish.org