

Fundraising Committee

Job Description

The fundraising committee is responsible for strategic fundraising and oversees all resource development and in particular the fundraising done by the Board of Directors.

● **Planning and Policy Development**

- Devise fundraising policies and procedures and recommend to the Board for approval.
- Help foster a culture of philanthropy throughout the organization, and ensure that all donors of time and money are respected and honored.
- Ensure that the Board and individual members are adequately educated about the basic principles and best practices in fundraising, including the design of a donor-centered organization.
- Help the Board develop and articulate a case for philanthropic support directed at specific audiences.
- Through the development of a fundraising plan, establish fundraising goals for the annual budget; regularly assess progress towards meeting those goals.
- Review results and evaluate return on investment (ROI) of all segments and categories compared to the fundraising plan.

● **Board Expectations**

- Determine Board fundraising expectations and goals.
- Provide guidance for Board members on meeting fundraising goals.
- Track progress toward fundraising goals both for individual Board members and for the Board as a whole.

● **Special Events**

- Develop annual special events plan to meet budget revenue goals.
- Create sub-committees to lead and coordinate special events.
- Communicate clear expectations for board members engagement and personal support of special events.
- Review special event opportunities that are presented throughout the year to determine suitability and effectiveness.

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● Individual Giving | Corporate Sponsorships

- Engage in advocacy and networking.
- Analyze relationships with current and prospective major donors and funders and develop individualized strategies to cultivate or strengthen those relationships.
- Analyze relationships with current and prospective corporate sponsors, devise sponsorship packages, and work with staff and Board to develop relationships.
- Meet with current and prospective major donors and funders (foundations and corporations).