

Job Search Strategies for Fundraising Professionals

Presented by





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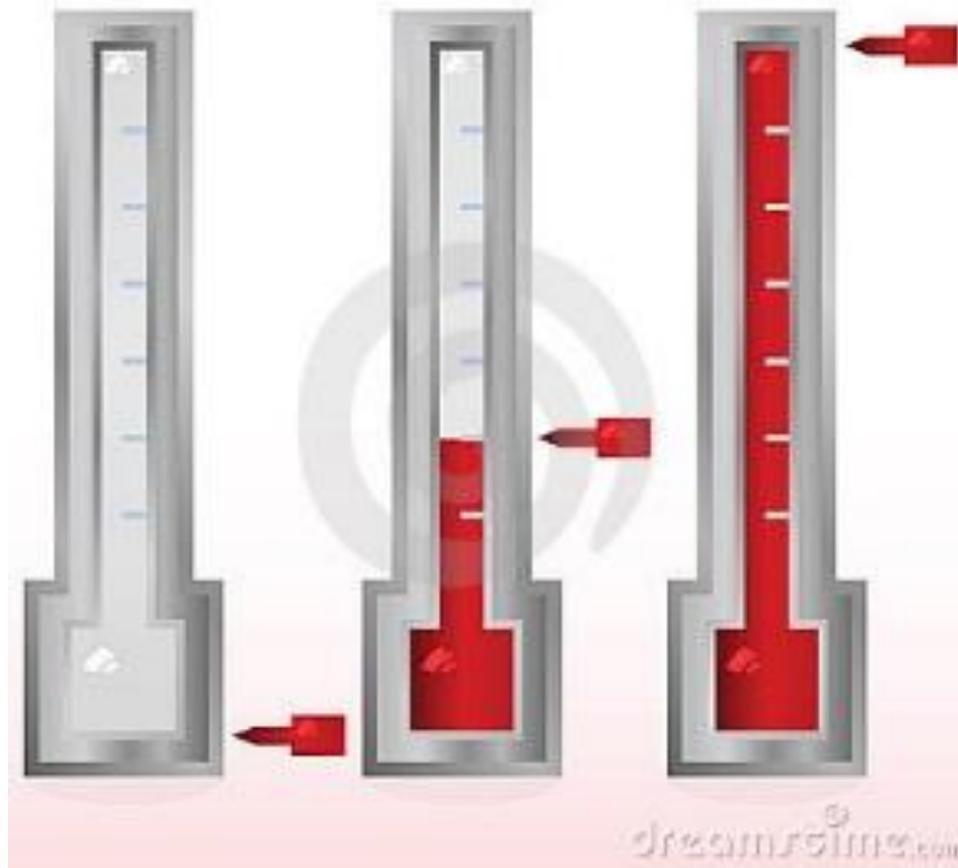


Agenda

1. Introduction to Fundraising
2. Assessing Your fit for Fundraising
3. Employer perspective
4. Job Search Strategies
5. Application 101
6. Summary



Introduction



New jobs are being created each month!

Job Search “Magic Pill”



Conduct a Self-Assessment

Ask yourself:

- What do I enjoy doing?
- What am I good at?
- What am I like as a person?
- What makes what I do worthwhile?

Focus On:

- Your skills, strengths
- Personality style
- Values
- Work environment preferences

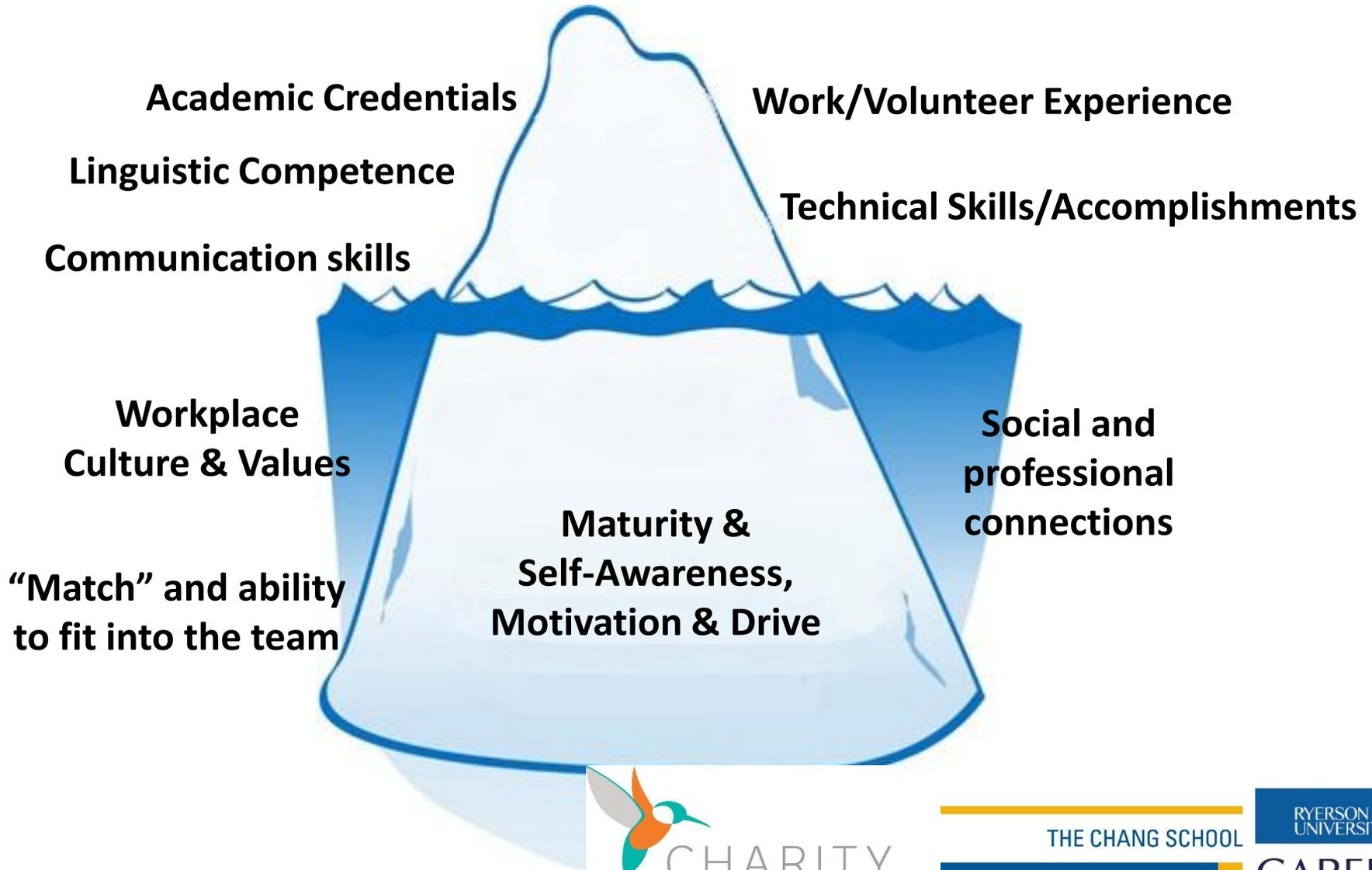


Does this describe you?

- Strong sense of curiosity
- Strong writing skills
- Enjoy building relationships with people
- Interest in advertising, marketing, public relations
- Passion/ affinity for a cause
- Creative thinker



What Employers Want



How do Employers Look for New Hires?



What process should a job seeker expect?



Job Search Elements

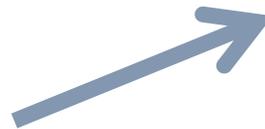
Respond to Advertised Positions



Research

Network

Fill in Gaps



Tell Your Story



Writing an Application

Review

- Your own career values and skills
 - +
 - Company/Organization
 - Job field
 - Job description
 - =
- The MATCH!



Preparation: Company Research



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Maximizing the Volunteer Experience

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Our Mission and Vision

Mission
DeafBlind Ontario Services supports individuals who are deafblind to live and thrive within the community.

Vision
Enriching lives one touch at a time.

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UHN Toronto General
Toronto Western
Princess Margaret
Toronto Rehab

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CAREER CENTRE

Preparation: Review Job Description

Job Title: Development Officer

Job Overview:

The (organization name) is seeking an **experienced fundraiser** for the position of Development Officer. This full-time, permanent position is a key member of the development team reporting to the Manager, Annual Campaign. Responsibilities include **planning and implementation** of our **direct mail appeals** and **annual Visions gala**, supporting independent special event organizers, and encouraging donations through service clubs, monthly giving and commemorative gifts.

The ideal candidate is a **high energy, donor-focused, service-oriented** professional with a minimum of **three years' experience coordinating and providing leadership to projects in a non-profit organization**; has a **Post-secondary education in a related field** or an equivalent combination of training, experience and **professional affiliation**; and demonstrates effective **time management skills, proven organizational abilities and exceptional interpersonal skills**.

We are looking for an **enthusiastic, positive, detail oriented, flexible, energetic team player** to join our team. You will enjoy a **successful, productive, collaborative environment that cares deeply about** our cause, our donors and our volunteers.

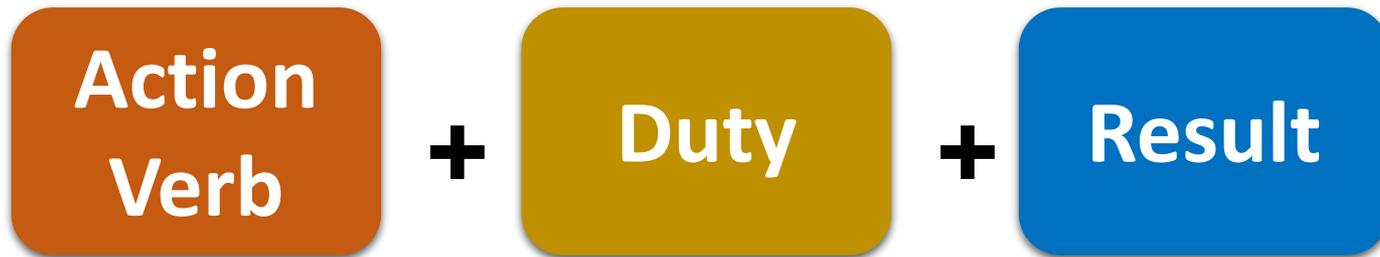


Workplace Expectations: Skills and attitudes

Skills	Attitudes
<p>Fundamental skills:</p> <ul style="list-style-type: none">▪ Communication▪ Managing information▪ Using numbers▪ Thinking and solving problems <p>Personal Management Skills:</p> <ul style="list-style-type: none">▪ Positive attitudes and behaviours▪ Taking responsibility for own work▪ Learning continuously▪ Working safely <p>Teamwork Skills:</p> <ul style="list-style-type: none">▪ Ability to work with others▪ Participating in projects and tasks	<ul style="list-style-type: none">▪ Showing respect for others▪ Honesty and ethical behaviour▪ Desire to provide quality service▪ Flexibility▪ Accountability for actions▪ Accepting that there is always more to learn

Articulating Your Transferable Skills

In Resumes:



Examples:

- Increased donor retention from 15% to 53% in two years
- Increased direct marketing revenue by 40% from \$50K to \$70K
- Fundraised ~\$6,000 for local women's groups by organizing a 3-day domestic violence awareness campaign with 15 volunteers
- Facilitated 6 or 7-figure donations in support of mental health initiatives

**= Telling
Your Story!**



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Articulating Your Transferable Skills

In Interviews/In Person:

Situation

- What was the context?

Task

- What was your goal or challenge?

Action

- What did you actually do?

Result

- What did you accomplish or learn?



Summary



Thank You!

**Certificate in Fundraising Management
The Chang School of Continuing Education**

<http://bit.ly/1NxQvl5>

