



Resource Development Manager at United Way Romania

The **Resource Development Manager** is the lead fundraiser of the foundation.

The position is responsible for the day-to-day management and implementation of all activities connected with achieving the annual fundraising campaign, individual gifts, major gifts, event and program sponsorships, and support of all United Way Romania initiatives.

Main Responsibilities:

- Works with the Executive Director to develop a fundraising plan and implement it – both corporate and individual donors;
- Manages all United Way fundraising donor acquisition models including: workplace campaigns; leadership and major giving; working with volunteers to leverage resources;
- Supports the Executive Director as to effectively engage in donor cultivation and solicitation activities;
- Manages and monitors progress and results against plan, re-adjusts accordingly to meet objectives;
- Ensures that accurate, up-to-date information about fundraising is maintained in the database;
- Leads special efforts of engagement including organization of donor-centric events, awareness days and special volunteer opportunities;
- Provides expertise in corporate, employee, individual and special events fundraising approaches;
- Exhibits effective ongoing in-person and written communication with donors;
- Safeguards all confidential information used in the performance of duties.

Job Requirements:

Bachelor's degree, in Business or Marketing fields is preferred;

Proven successful fundraising / experience of minimum 3 years;

Corporate experience in client service and/or sales is an asset;

Self-confident and comfortable as solicitor of financial and in-kind resources;

Superior project management experience involving multiple stakeholders;

Proven planning and organizational skills;

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Excellent relationship management and communication skills with the ability to function in a fast paced, multi-tasking environment, and deal with senior management personnel from partner organizations;

Demonstrated communication skills (written and verbal) and experience delivering presentations/ training sessions and facilitating meetings in front of large groups;

Ability to work effectively under pressure, to be part of a team and to meet deadlines;
Experience working with volunteers at all levels of an organization;

Fluent in Romanian and English;

Working knowledge of MS Office (Word/Excel/Power Point/Outlook) and updating a database.

About United Way Romania:

United Way Romania is a Romanian foundation, active in Romania since 2004 and affiliated with United Way Worldwide, USA. It is an independent body, governed by local volunteers.

Our **mission** is to improve the quality of life in our communities through individual giving, corporate giving, and volunteerism.

United Way supports social programs and initiatives that improve the lives of children, adults and the elderly in difficulty. The organization's activity focuses on the three directions that lay the foundation of a prosperous community:

- access to a quality **EDUCATION**;
- good **HEALTH** services;
- a sufficient **INCOME** to support a family.

We act as a community organizer by mobilizing an **extensive network of community partners** - companies, NGOs, public institutions, civil society leaders, donors and volunteers - and coordinate their efforts to produce a collective impact. United Way Romania programs annually improve the lives of over 11,500 people in need, with the support of over 3,500 individual donors, 40 major donors and over 100 companies.

Join United Way Romania team and you will have the chance to contribute to helping thousands of people to have a better life!

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