



BOYS & GIRLS CLUBS OF TUCSON

P.O. BOX 40217
TUCSON, AZ 85717
www.bgctucson.org

POSITION: DIRECTOR OF PARTNERSHIPS
REPORTS TO: Vice President of Communications and Fund Development
BENEFITS: Medical, Dental, Vacation, Life and Disability Insurance, 401K
HOURS: 40 + hours/week
SALARY: **40,000 per year / EEOE**

Immediate opening for Director of Partnerships who will work under the supervision of the Vice President of Communications and Fund Development in the strategic solicitation of cash and in-kind partnerships, sponsorships, event and promotion logistics, and annual giving campaign revenue.

Bachelor's Degree from an accredited college or university preferred

A minimum two (2) years professional work experience in non-profit, fundraising or equivalent to include interacting with a volunteer board in an administrative and fundraising capacity

Strong and confident communication, facilitation, presentation and sales skills; both written and verbal

Comfortable interacting and influencing at senior levels of an organization and to work collaboratively across functions, levels, and departments toward shared objectives

Computer proficiency (MS Office, Donor Perfect, Auction Maestro preferred)

Knowledge of, and ability to manage social media such as Facebook, Twitter, You Tube, BGCT website Email, etc.

Self-starter and highly organized; demonstrated initiative

Works well under tight timelines and when faced with multiple priorities

Proven skills for relationship development in corporate and private sectors resulting in revenue generation

Sales experience highly desirable

Able to work set schedule as well as evenings and weekends as needed

To execute all other duties and responsibilities as assigned

Non-smoking office

Must have current drivers license and proof of insurance

Condition of employment: Background check and drug screening

Position open until filled

Qualified applicants submit resume and salary history to:

Attention:

Human Resources

P.O. Box 40217, Tucson, AZ 85717

No fax, email or phone calls please