

FWCC Advancement Manager: Apply by sending resume and cover letter to Robin Mohr robinm@fwccamericas.org

The Advancement Manager is a full-time position, which may be remote or based in our Philadelphia office. This person will join our collaborative team that includes specialized consultants and dedicated volunteers. The work will include all aspects of the FWCC fundraising program, requiring excellent communication skills for written and in-person solicitation of donors, and hands-on database skills.

Requirements for candidates:

- Experience raising money, professionally or personally, is essential.
- Three years related experience in fundraising, sales, public relations, marketing, or non-profit management. Technologically proficient in basic office and fundraising software.
- Sensitivity to the wide range of spiritual practices and beliefs of the Religious Society of Friends (Quakers). Discretion, integrity, and respect for confidentiality.
- Ability to build supportive relationships in a variety of cultural contexts. Flexibility to work with volunteers and travel throughout North America. We are open to the right candidate working from anywhere in the continental United States with high speed internet access.
- Because of our commitment to care for employees, donors, and our communities; FWCC requires vaccination for COVID-19; as well as adherence to social distancing, masking, and office occupancy protocols.

Compensation: Compensation will be between \$45,000-\$60,000. Generous benefits include health insurance (medical, dental and vision), life and long-term disability insurance, 4 weeks vacation, plus holidays and sick leave, and employer contribution equal to 7% of salary to 403(b) retirement plan plus up to 3% employee contribution match.