



Open Position Posting

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Organization Description:

The Hole in the Wall Gang Camp, founded by Paul Newman, is a nonprofit, year-round center serving more than 25,000 children and families coping with chronic and life threatening illnesses, all completely free of charge. Camp's goal is to ensure that every child with a serious medical condition has the chance to experience the world of possibilities that Camp has to offer. It's a community that celebrates the fun, friendship and spirit of childhood where, according to Mr. Newman, every kid can "raise a little hell".

Position Title:

Development Associate

Work Schedule:

Full time

Location:

New Haven, CT w/remote time

Position Description:

As part of a dynamic Peer-to-Peer (P2P) fundraising team, the Development Associate will manage a robust portfolio of events and key relationships. They will be responsible for meeting recruitment, retention and revenue goals for assigned relationships and will assist with the cultivation of participants of all ages who are joining and developing activities to benefit Camp.

Our Development Associate can expect to...

- Manage relationships for a variety of P2P community event fundraising groups and individuals through thoughtful and proactive phone calls, email communication and in-person meetings.
- Define and implements various P2P event strategies including logistics, providing materials, acknowledging leadership and offering fundraising guidance for each event.
- Fulfill special needs for assigned P2P events and participants, such as staff/volunteer presence, speaking opportunities and Camp merchandise.
- Manage The Hole in the Wall Gang Camp's presence at The Travelers Championship including camper invites, set up, staffing, expenses and activations for the Fan Zone and Hole 7.
- Oversee partnership with Fairfield Road Races and manage the participant experience.
- Oversee inventory and orders for general P2P merchandise, apparel and branded collateral, including but not limited to: jerseys, volunteer shirts, events calendar etc. Manages relationships with apparel vendors.

- Collaborate with the Stewardship Manager to thoughtfully recognize participants and donor support across all assigned events.
- Regularly updates the website calendar to reflect upcoming event details and public engagement opportunities.
- Utilize RaisersEdge to document interactions with partners, participants and donors.
- Maintain RE NXT Professional Certification and is responsible for the creation of all P2P event pages on the Luminate platform.
- Assist in monitoring the P2P line and email inbox and provides excellent customer service to include interaction via phone and email, proactive contact plan, regular communications, fundraising advice, and technical/general support.
- Support the engagement of Camp's corporate partners through the facilitation of Helping Hands Work Days at The Hole in the Wall Gang Camp.
- Assist other teams in the Development Office as needed.
- Assist with special projects and performs additional duties as assigned.

Our Development Associate should have...

- A demonstrated understanding of fundraising, donor relations, marketing or event implementation. Two years of experience preferred.
- Bachelor's degree preferred, but not required
- The ability to establish positive relationships with a variety of people in multicultural environments.
- Excellent written and verbal communication, customer service, project management, organizational skills and attention to detail.
- Experience with the use of fundraising databases, such as Raiser's Edge, Teamraiser, Luminate, for maximum effectiveness in recording of all donor and prospect information.
- Willingness and ability to operate a computer for most of the workday with appropriate rest periods.
- Willingness and ability to work extended hours, including evenings and weekends and occasional overnight travel.
- Valid Driver's license and driving record which meet HITWG insurance carrier requirements. Ability to travel to assigned worksites.
- Willingness and ability to work outdoor events in varied weather conditions, traverse varied terrain, and lift and carry bulky and sometimes heavy materials and supplies.
- Full vaccination against COVID-19

The Hole in the Wall Gang Camp provides a very competitive salary, a generous benefits package, a remote working policy, and growth opportunities for high contributors. To apply, please use the link below. Due to the volume of resumes received, you will be contacted only if there is interest in pursuing your application. No phone calls please.

[Click Here to Apply](#)

The Hole in the Wall Gang Camp is an Equal Opportunity Employer, does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability, nationality or sex, and is committed to a diverse workforce.