



**Position Announcement
Community Fundraising Manager**

KTOO Public Media seeks a dynamic, community minded fundraiser to join our development team in Juneau, Alaska. The Community Fundraising Manager will be responsible for the strategic growth of community-based fundraising initiatives that support our mission with a special focus on KTOO's membership and mid-level giving programs. The ideal candidate is someone who enjoys building meaningful connections with the community, understands significance of a free and independent media and isn't afraid to ask for money to support public media's mission.

If you're passionate about fundraising strategy, writing, and using mass communications tools to connect with KTOO's community of supporters, this position is for you!

Essential Duties:

- Create integrated fundraising and donor stewardship plans for all KTOO Public Media Services (KTOO, KRNN, KXLL, 360TV and associated digital products).
- Provide strategic direction for KTOO's individual giving program; develop multi-channel communication campaigns focused on strengthening relationships with existing and prospective donors; grow annual revenue.
- Develop a program recognizing and soliciting mid-level donors utilizing multiple communications platforms (direct mail, email, in-person events, etc.).
- In coordination with Major Gifts officer and General Manager, develop and implement a calendar of stewardship activities including impact reports, recognition opportunities, and unique donor experiences.
- Plan and execute on-air membership campaigns in collaboration with program and operations staff.
- Utilize data to determine department progress toward stated goals; revise strategy as necessary.
- Lead annual preparation of community fundraising goals and projections in collaboration with other development staff and General Manager.

Training, Skills, Knowledge and/or Experience: (R) if required or (P) if preferred

- Understanding of the mission of public media organizations, and the capability to articulate the mission to community partners and donors. (R)
- Ability to work respectfully and collaboratively with KTOO staff along with external community partners. (R)
- Strong acumen for fundraising and donor management. (R)
- Strong oral and written communications skills. (R)

- Experience with email and other digital fundraising tactics. (P)
- Excellent organizational, time management and teamwork skills. (R)
- Three years of relevant experience in non-profit development, preferably in public media. (P)
- Experience working and leading cross-functional teams across an organization. (P)
- Experience analyzing data and setting data-driven strategies and goals. (P)

This position reports to the President and General Manager of KTOO Public Media.

KTOO is committed to building a diverse staff and strongly encourages women and non-binary candidates; Alaska Native, Indigenous and people of color; people with disabilities and those with diverse economic and educational backgrounds to apply.

KTOO is honored to do our work on the homelands of the Lingít people, specifically, the Áak'w Kwáan. We are a highly visible public media organization with a strong commitment to local, regional and statewide program production. We operate three public radio stations in Juneau (KTOO, KRNN and KXLL), a regional public television station (KTOO-TV), a statewide public affairs television channel (KTOO 360TV) and an online news service (www.ktoo.org).

Annual Salary: \$60,970 - \$66,810

Benefits:

- Health insurance (90% for employee, 75% for dependents)
- 403(b) tax-sheltered annuity retirement plan (KTOO contributes 4% of your salary annually after year 1)
- Life insurance
- Employee Assistance Program (available to all employees and their family members)
- Annual leave (15 days by the end of year 1)
- Medical leave (12 days by the end of year 1)
- Bereavement leave (5 days)
- Paid parental leave (20 weeks at full compensation)
- 11 paid holidays + 3 “floating holidays” of your choice
- Time off to vote
- Professional development and training opportunities
- Work from home allowance
- Indigenous language classes

Questions: Contact Justin Shoman

Deadline: Open until filled with an initial screening of applicants on 11/1/2024. Interested applicants are encouraged to apply as soon as possible.

To apply: online at <https://www.ktoo.org/job-opportunities/apply-online/>

KTOO is an Equal Opportunity Employer.