

GLEN ROCK DOG PARK INC.
233 Rock Road
PO Box 300
Glen Rock, New Jersey 07452
EIN# 47-5005221



Position Title: Fundraising Chairperson, Volunteer Board Position

Goal or purpose of position: The Fundraising Chairperson provides leadership and a range of support to raise funds for the construction of the Glen Rock NJ Dog Park. The goal of the position is to assist in successful completion of our mission.

Our mission is to create an eco-friendly, aesthetically pleasing, community friendly, multi-generational, canine recreation park dedicated to the 9/11 Search and Rescue dogs.

Major Responsibilities:

- Lead and assisting in the development and implementation of a coordinated fundraising program.
- Recruit event chairs/volunteers to help plan for and manage a variety of fundraising events.
- Manage donor acknowledgements and coordinate thank you letters etc with secretary.
- Identify donor prospects and research donor prospects.
- Lead solicitations of corporate sponsors, financial gifts, and gift-in-kind donations when needed.
- Interact with volunteers and donors.
- Development of donor materials, presentations, and mailings.
- Serves as an ambassador for the organization and promotes a positive image/ reputation of the GRDP Board.

Qualifications (required, desired):

- Strong interpersonal skills.
- Strong verbal and written communication skills.
- Good listening skills.

Benefits:

- Ability to use your skills in new ways
- Board experience
- Networking, resume and reference building opportunity.

Duration: We are looking for someone to make a minimum 6-month commitment.
~ March 2016 – September 2016.