



## DIRECTOR OF COMMUNITY ENGAGEMENT

**ORGANIZATIONAL PROFILE:** The Bay Area Women's Sports Initiative (BAWSI) is a dynamic and entrepreneurial non-profit organization located in San Jose, California with programs throughout the San Francisco Bay Area. With a mission to provide opportunities for women athletes to make a difference in the lives of those living in underserved communities, BAWSI has created three programs: BAWSI Girls for girls in second through fifth grade, Salud por Vida for women, and BAWSI Rollers for children with physical disabilities. The leadership for all three programs is provided by a staff of women who have had significant involvement in the world of sports and are able to attract and maintain a volunteer base of more than 300 women athletes each year. In our first five years, BAWSI has enrolled more than 7500 girls in BAWSI Girls, at least 400 women in Salud por Vida, and over 120 children in BAWSI Rollers. At least 300 women athletes serve as volunteers each school year. With a view toward program expansion, the annual budget has been ambitiously increased for the upcoming fiscal year. BAWSI is an equal opportunity employer.

**POSITION OVERVIEW:** BAWSI's Director of Community Engagement will provide leadership, create strategy, and implement fundraising initiatives to secure BAWSI's long-term financial sustainability. The Director of Community Engagement oversees a broad-scale effort to engage individuals, corporations, and foundations throughout the Bay Area. This position reports directly to the CEO and works closely with the Board of Directors. We are looking for someone who embodies the BAWSI culture and possesses the creative energy to think out-of-the-box in discovering ways to engage those with the financial resources to help BAWSI change the world.

### RESPONSIBILITIES

- Set and achieve fundraising goals consistent with BAWSI's guiding principals
- Identify and qualify major gift prospects, develop appropriate cultivation and solicitation strategies, and execute individualized action plans
- Strengthen BAWSI's relationship with all levels of donors, including individuals, foundations, corporations, and government entities
- Assist in developing area outreach committees and equipping them with the tools to be effective
- Assist in the planning and execution of donor events
- Manage comprehensive donor recognition, retention, and stewardship plan
- Manage development budget, ensuring that expenses track to plan
- Other duties as assigned

### REQUIRED QUALIFICATIONS:

- 3-5 years experience in the nonprofit sector or in other fields of work that require similar skills
- Bachelor's degree or higher from an accredited university
- Strong Bay Area network of resources and individual connections
- Experience in PR and/or marketing
- Excellent oral and written communication skills
- Culturally competent and eager to work with diverse populations
- A track record of successfully meeting revenue goals on an annual basis
- Passion for BAWSI's mission and a commitment to the fundamental values of service, community, and diversity
- Demonstrated ability to work as a team with internal staff and external constituents
- Flexibility and adaptability in work schedule
- High level of personal and professional integrity
- Excellent computer skills
- Ability to bring a spirit of fun and enthusiasm to the work environment

**HOURS AND BENEFITS:** Part-time employee (.5 FTE); Kaiser Permanente health benefits available; salary commensurate with experience.

Please email your cover letter, resume, and a writing sample (preferably a fundraising sample) to [bawsi@bawsi.org](mailto:bawsi@bawsi.org) with the subject line "Director of Community Engagement."